Compliance Manual for Indiana's Auto Salvage Facilities

http://www.in.gov/idem/autosalvage

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The Indiana Department of Environmental Management (IDEM) is pleased to present the "Compliance Manual for Indiana's Auto Salvage Facilities" to the business owners and citizens of Indiana. The manual is made available free of charge, funded in large part by a United States Environmental Protection Agency grant awarded to IDEM.

The manual is the result of a combined effort between IDEM, various county and state agencies, and members from Indiana's auto salvage community. This manual is part of a project by IDEM to positively impact the compliance status of the auto salvage industry. The project includes three main components: compliance assistance, inspections and enforcement (where appropriate). The compliance assistance component involves the publication of this manual, and holding compliance assistance workshops. These workshops will be held at locations throughout Indiana. Information concerning the dates, times and locations of these workshops is available at the IDEM auto salvage Web site at http://www.IN.gov/idem/autosalvage or by calling (317) 233-0701 (toll-free at 800-451-6027, extension 3-0701). An electronic version of this manual, as well a lot of other valuable information, is also available at this Web site.

It is my hope that auto salvage facility owners will find the information contained in this manual helpful. The audit checklist contained in Tab 10 should be especially helpful in identifying potential non-compliant areas around an auto salvage facility. Any compliance issues immediately addressed by facility owners will help to ensure that the facilities are in compliance should an IDEM inspector visit the facility. Facility owners who have questions concerning compliance issues can contact IDEM's Office of Pollution Prevention and Technical Assistance toll-free at 800-988-7901 for free, confidential compliance assistance.

It is also my hope that citizens will find this manual helpful. The auto salvage facility sector is significant in the state of Indiana. Citizens educated in the processes and operations associated with this industry can provide valuable input into community planning processes. By educating both the industry and community, we can all work together to make Indiana a cleaner, healthier place to live.

Sincerely,

Lori F. Kaplan

Lori F. Kaplan
Commissioner

April, 2003

Indiana Department of Environmental Management

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Indiana Environmental Rules and Statutes may be accessed by visiting the Indiana General Assembly Web site at **www.IN.gov/legislative**, then click on "Law and Administrative Rules."

Liability

The information compiled in this manual is being provided by IDEM as general guidance to the auto salvage facility community. Although every effort has been made to ensure the accuracy and completeness of this information, the authors and reviewers of this publication cannot guarantee that it is completely free of errors or omissions. It is the responsibility of the owners and operators of each facility to ensure that the facility complies with all applicable regulations. The rules and regulatory interpretations may change without individual notice to auto salvage facilities.

This project has been funded in part by a grant from U. S. Environmental Protection Agency, Office of Enforcement and Compliance Assurance. The contents of this document do not necessarely reflect the views and policies of the U.S. EPA, nor does mention of trade names or commercial products constitude endorsement or recommendation for use.

Table of Contents

Page

Introduction

At the Indiana Department of Environmental Management (IDEM), our focus is on the health of Indiana's resources, namely air, land and water resources, so that we, and especially our children, can be healthy. We work in partnership with businesses, local governments, civic groups and the general public to meet Indiana's environmental challenges. It is with this partnership concept in mind that IDEM has developed this manual for use by the auto salvage facility sector.

This manual is part of an auto salvage facility sector project initiated by IDEM in the fall of 2000, and funded in part by the United States Environmental Protection Agency (U.S. EPA). The project consists of four phases: Project Startup (including facility identification and development of a comprehensive database); Compliance Assistance (including development and distribution of this manual, along with workshops held across the state); Inspections and where appropriate, enforcement. Various components of the project are included in an auto salvage facility sector project web page, located on IDEM's Web site at http://www.IN.gov/idem/autosalvage.html. Please check this Web site for new additions and updates on the project.

What is the purpose of this manual?

The purpose of this manual is to provide the auto salvage facility sector with concise, comprehensive environmental regulatory information in an easy-to-use format. This manual contains information concerning the various environmental rules with which auto salvage facilities must comply and for which IDEM has jurisdiction. Please note that this manual does not address all rules that apply to the auto salvage facility sector, only those over which IDEM has jurisdiction. There are other state and federal agencies, as well as potentially some local agencies that may have rules that regulate a facility as well. A list of some of these agencies can be found in "Who to Call For Assistance" contained in the Resources Section (Tab 11).

Who should use this manual?

Owners and operators of auto salvage facilities in Indiana will find this manual the most helpful. Auto shredders may find the information contained within this manual helpful as well. This manual is not geared toward one specific size of auto salvage facility. The information contained in this manual applies to all facilities, regardless of size. However, some rules may apply differently to facilities of differing size. For example, the section entitled, "Complying with the Hazardous Waste Regulations" describes rules that apply to hazardous waste generators of different sizes. Therefore, if a facility only generates a small amount of hazardous waste, it may be considered either a conditionally exempt small quantity generator or a small quantity generator. On the other hand, if a facility generates a relatively large amount of hazardous waste, it may be considered a large quantity generator. The specific rules that apply to a facility will differ, depending upon the size of generator it is. The storm water rules, however, apply equally to all facilities regardless of size. Read each section carefully to determine if and/or how each rule applies to a particular facility.

Regulations covered

This manual includes information on the following rules: Clean Air Act, Clean Water Act, Resource Conservation and Recovery Act, Safe Drinking Water Act and Indiana's Solid Waste and Spill rules. As noted above, this manual does not contain information on rules administered by other local, state or federal agencies.

How to use this manual

This manual has been developed using a format that allows a facility to easily add or remove material. The audit checklist contained in the "Checklists" section is removable, allowing use of this tool to help a facility gauge its compliance with the rules noted above. The "Document Order Form" section contains a form that can be used to obtain information from IDEM via the mail. The "Recycling and Disposal Facilities" list contains contact information regarding a facility's recycling and disposal activities. There are a number of tabs provided at the end of the manual that provide a location to store various information generated in relation to a facility's compliance with IDEM's rules. Tabs 12, 13 and 14 provide a facility with a location to store notifications, the storm water pollution prevention plan and accompanying sampling data and any hazardous waste manifests generated as a result of waste generation activities at the facility.

Facilities are encouraged to visit the auto salvage facility sector project Web site located at http://www.IN.gov/idem/autosalvage to obtain new additions or revisions to the manual. Simply click on the link to the newly added or revised page, print if off, and replace the existing page contained in the manual with the new one.

Environmental Regulations That May Apply to a Facility

(a brief overview)

AIR REGULATIONS

There are a number of Clean Air Act (CAA) regulations that may apply to a facility, depending upon the types of activities conducted. Potential processes or wastestreams that may be regulated under the CAA include the following:

A. Catalytic Converters

Catalytic Converters may be removed and sold to a scrap metal recycler. See the "Potential Waste streams" section (Tab 4) for additional information on catalytic converters.

B. Chlorinated Solvents (for Parts Washing, etc.)

Chlorinated solvents (see listing below) that are used in containers with a capacity of two (2) gallons or greater are highly regulated by EPA. Any non-chlorinated solvent that has a chlorinated solvent content of two percent (2%) or more will also fall under this regulation. Facilities using chlorinated solvents in the quantities or percentages described above must follow the CAA regulations under the National Emissions Standards for Hazardous Air Pollutants (NESHAP). The NESHAP requires facilities to install equipment and implement standardized work practices to reduce the emissions of hazardous air pollutants. Due to the complexity of the regulations that apply to chlorinated solvents, this manual does not address the chlorinated solvent NESHAP in detail. Contact IDEM's Office of Air Quality at 317-233-0178 (toll-free at 800-451-6027 press zero and request ext. 3-0178) for additional information or assistance.

Chlorinated Solvents

- chlorobenzene (monochlorobenzene or benzene chloride)
- trichloroethylene (trichloroethane, ethinyl trichloride)
- chlorinated fluorocarbons
- methylene chloride (dichloromethane, methylene dichloride, methylene bichloride)
- tetrachloroethylene (perchloroethylene, ethylene tetrachloride, tetrachlorethylene)
- 1,1,1-trichloroethane (methyl chloroform, chlorothene)

If a facility uses products that contain chlorinated solvents and pretreats parts prior to cleaning them in a solvent sink/parts washer, the used solvent/cleaning solution will automatically be a hazardous waste. This is because chlorinated solvents are listed hazardous wastes (see the section entitled "Complying with the Hazardous Waste Regulations (Tab 3) for a discussion of listed hazardous wastes). Any time a waste is contaminated with a listed hazardous waste, the mixture is **automatically considered to be a hazardous waste, regardless of the concentration of listed waste.** Keep in mind that using even a small quantity of liquid chlorinated solvents may result in a facility's needing to follow significant environmental regulations.

C. Solvents Used by Facilities in Lake, Porter, Clark and Floyd Counties

A 1998 air regulation restricts the type of parts washing solvent that may be used in these four counties. Solvents must have a vapor pressure not to exceed one millimeter of mercury (1.0 mm Hg). This restriction applies when solvent is sold to an individual or business in amounts greater than five (5) gallons during any seven (7) consecutive business days. Some vendors sell solvents that meet the new vapor pressure limit. Check the MSDS to ensure that the solvent meets this vapor pressure limit. If a facility is currently using a solvent of this type, the only additional requirement is to keep records of the purchases. End users of these lower vapor pressure solvents must also keep a record of each purchase, including the following information:

- name and address of the solvent supplier
- date of purchase, the type of solvent
- volume of each unit
- total volume of the solvent; and
- vapor pressure of the solvent

Information concerning aqueous-based and petroleum based solvents is contained in the section entitled "Potential Waste streams" (Tab 4).

D. Fugitive Dust from Unpaved Parking Lots

If a facility has unpaved parking lots, the facility must prevent the dust from blowing off the property. Under no circumstance should used oil be applied as a dust suppressant. A list of dust suppressants and suppliers is available through IDEM's Web site at http://www.in.gov/idem/land/hazwaste/guidance/dustsuppresssupplies.pdf or via the Order Form contained in this manual. Request the document entitled, "Dust Suppressants and Suppliers".

E. Motor Vehicle Air Conditioning (MVAC) Systems

Auto salvage facilities that remove freon from MVAC systems are required to use EPA-approved recovery and/or recycling equipment and to allow only technicians certified by an EPA-accredited training program to perform MVAC work. See the "Potential Waste streams" section (Tab 4) for more information and requirements pertaining to the use, handling and transfer of recovered refrigerants. Information on EPA-approved equipment and EPA-accredited training programs is available via EPA's Web site at http://www.epa.gov/ozone/title6/609 .

F. Open burning

Most open burning by businesses is prohibited; however there are a few exceptions. Refer to the section entitled, "Notifications and Permitting" (Tab 7) for a more detailed discussion of this topic.

G. Sweat furnaces

If a sweat furnace is operated at a facility, a permit may be required. Refer to the section entitled, "Notifications and Permitting" (Tab 7) for a more detailed discussion of this topic.

SPILL REGULATIONS

Spills that occur on a facility's property must be immediately cleaned up and properly disposed. For a comprehensive discussion of responsibilities when a spill occurs, refer to the section entitled, "Spill Prevention, Reporting and Remediation" (Tab 5).

UNDERGROUND STORAGE TANK REGULATIONS

For a definition of "underground storage tank" and a discussion of the requirements that apply to tanks, refer to the section entitled Notifications and Permitting (Tab 7).

WASTE REGULATIONS

A. Hazardous Waste

A number of requirements may apply to a facility if it is a small quantity or large quantity generator of hazardous waste. For a comprehensive discussion of these requirements, refer to the section entitled, "Complying With The Hazardous Waste Regulations" (Tab 3).

B. Solid Waste

At no time should open dumping or the burying of solid waste occur at a facility. Open dumping is the improper and illegal disposal of regulated solid waste at an unpermitted solid waste site.
Examples of solid waste include the following:

- appliances
- furniture
- waste tires
- plastic
- cardboard
- household garbage
- household building debris
- construction and demolition waste
- hazardous waste

All solid waste generated as a result of activities conducted at a facility should be properly disposed of in a state permitted facility such as a landfill, transfer station, incinerator or recycling facility.

WATER REGULATIONS

A. Drinking Water

If a facility provides water to its customers or the general public, it may be considered a public water system. A public water system includes any collection, treatment, storage, and distribution facilities under the control of the system. There are primarily two categories of public water systems that could apply to the auto salvage facility sector. If a facility provides water to the public via public restrooms or drinking water fountains, that facility is considered a "transient non-community water system". If a facility regularly serves the same twenty-five or more persons at least six months of the year, the facility is considered a "non-transient, non-community water system".

If a facility fits either of the two descriptions provided above, it would be required to comply with IDEM's drinking water regulations. To obtain additional information concerning these regulations, please contact IDEM's Drinking Water Branch at 317-308-3366 or visit the Web site at http://www.in.gov/idem/water/dwb/. For information concerning permitting requirements for this type of activity, see the section entitled, "Notifications and Permitting" (Tab 8).

B. Motor Vehicle Waste Disposal Wells

A motor vehicle waste disposal well (MVWD well) is a type of Class V injection well. Typically they are shallow disposal systems that receive or have received fluids from vehicle repair or maintenance activities, or any area where work on vehicles is performed. In general, these wells are areas that are tied into a shallow disposal system. Most often, these disposal systems are septic systems or dry wells, but any underground system that receives motor vehicle waste would be considered a MVWD well. Some examples include: cesspools, catchbasins, sinkholes, underground vaults, or drain tanks. See "Motor vehicle waste disposal wells" in the Notifications and Permitting section (Tab 7) for permitting requirements that apply to these wells.

C. Septic Systems

Sanitary wastewater generated at a facility may be discharged to an on-site septic system. Industrial wastewater may not be discharged to a septic system. See the section above entitled, "Motor vehicle waste disposal wells" for additional discussion on wastes and septic systems.

D. Spills into Navigable Waters

Depending on a facility's total aboveground storage capacity for all types of oils it keeps onsite (petroleum, synthetic, animal, or vegetable; product or waste), it may be subject to the Federal Spill Prevention, Control and Countermeasure (SPCC) rule (40 CFR 112). See Emergency Plans, Recordkeeping/Reporting Requirements, and Employee Training (Tab 6), for additional information on SPCC plans.

E. Storm Water

All auto salvage facilities are regulated under IDEM's Storm Water General Permit Rule 6 requirements. Refer to the section entitled "Notifications and Permitting" (Tab 7) for a detailed discussion of the storm water requirements, concerning NPDES and pretreatment permits.

F. Wastewater

Auto salvage facilities may be subject to industrial wastewater regulations administered by IDEM's Office of Water Quality and/or a local wastewater treatment plant, depending upon where the facility's drains discharge and the constituents present in its wastewater. Refer to the section entitled "Notifications and Permitting" (Tab 7) for additional information.

G. Wellhead Protection

Community public water supplies are required to develop a wellhead protection plan. This process includes identifying, inventorying and mapping all potential contaminant sources within the wellhead protection area around the community drinking water wells. If a facility is located within a community's wellhead protection area, it should be identified as a potential contamination source within the community's wellhead protection plan. Information about a facility that may be contained in the plan includes the following: location, owner and operator, applicable environmental permit numbers, type of operation and whether the facility is operating. The plan must also include the community's strategy for managing potential sources of contamination. Communities are required to inform all potential contamination sources of their location within the wellhead protection area, about the consequences of ground water contamination, and the methods available to prevent contamination. Communities are also required to develop plans that document procedures to follow in case of contamination (e.g., spills, unpermitted releases, etc.). The plan must provide a list of emergency contacts and proposed alternate water supplies.

H. Wetlands

Swamps, marshes, bogs, fens, sloughs, and bottomlands are examples of areas that may be considered wetlands. In general, wetlands are areas where water covers the soil, or is present either at or near the surface of the soil for part or all of the year. An owner of an auto salvage facility wishing to discharge pollutants to wetlands or other water bodies through activities such a filling, excavating or mechanical clearing, must first receive authorization from IDEM, the Indiana Department of Natural Resources Section and the U.S. Army Corp of Engineers to do so. Refer to the section entitled "Notifications and Permitting" (Tab 7) for a detailed discussion of the permitting requirements for this activity.

Complying with the Hazardous Waste Rules

Depending upon the activities conducted at a facility, it may be subject to Indiana's hazardous waste rules. Determining which, if any, hazardous waste rules apply to a facility involves three different steps:

1. Determine whether any hazardous waste is generated.
2. Determine a facility's generator status.
3. Determine which regulations must be complied with depending upon a facility's generator status, and comply with those requirements.

In order for a facility to fully understand each of these steps, an explanation of each is provided below.

Determine whether any hazardous waste is generated

It is critical that this step is completed properly. If it is not, serious compliance problems could result, due to the fact that a facility may then be out of compliance with steps 2 and 3 listed above. Before a facility can determine whether it generates any hazardous waste, hazardous waste has to be defined. Worksheets 1 & 2, provided at the end of this section, will assist a facility in identifying and classifying the various waste streams generated at the facility.

What is hazardous waste?

There are a few steps involved in determining whether any wastes generated by the facility are hazardous. A facility must first determine whether any solid wastes are generated. Since hazardous waste is a "subset" of solid waste, if no solid waste is generated, then no hazardous waste is generated.

The term "solid waste" can be somewhat misleading. The word "solid" does not refer to the physical state of the waste. Solid waste can be a solid, liquid, or contained gas. Under the hazardous waste rules, a solid waste is any material that will no longer be used for its originally intended purpose, or a material that must be reclaimed before reuse. A facility will need to look at each of the waste streams generated (e.g., antifreeze, used oil, solvents, etc.) and determine whether it is a solid waste. Note that not all solid wastes are considered hazardous wastes. Certain solid wastes, such as used oil destined for recycling, are excluded from the hazardous waste rules.

If a facility finds that one or more wastes generated meet the definition of a "solid waste", then a determination must be made to identify any hazardous wastes. Wastes can be hazardous if they are either "listed" or "characteristic", or if they are a mixture of a listed hazardous waste and other wastes.

A. Listed wastes

Waste is considered hazardous if it is found on any one of four "lists". These "lists" are called the "F", "K", "P" and "U" lists.

- **F list**

  This list contains wastes from certain common industrial or manufacturing processes. Because the processes producing these wastes can occur in different industry sectors, this list contains wastes that are from nonspecific sources (such as degreasing).

- **K list**

  This list contains wastes from certain specific sectors of industry. These wastes come from specific sources.

- **P and U lists**

These contain discarded or unused commercial chemical products, off-specification products, container residues and spill residues of these products. The P list also includes unused pesticides.

B. Characteristic wastes

Once a facility has reviewed the F, K, P and U lists, and determined whether generated wastes are found on any of the lists, a determination will need to be made to see if these wastes are "characteristic" hazardous wastes. There are four different characteristics: ignitability, corrosivity, reactivity, and toxicity.

➤ **Ignitable waste**

These are wastes that can readily catch fire and sustain combustion. Ignitable wastes are liquid and have a flash point less than 140 degrees Fahrenheit. A waste is also considered ignitable if it is an oxidizer or an ignitable compressed gas (as defined by U.S. Department of Transportation regulations), or if it has the potential to ignite under standard temperature and pressure and burn persistently and vigorously once ignited. Examples of ignitable wastes include solvents, paint wastes and some degreasers. Ignitable wastes carry the hazardous waste code designation of D001.

➤ **Corrosive waste**

These are acidic or alkaline (basic) wastes that can readily corrode or dissolve flesh, metal or other materials. There are two criteria to use when identifying corrosive hazardous wastes. The first is a pH test. Wastes with a pH less than or equal to 2 or greater than or equal to 12.5 are corrosive. In addition, a waste may be corrosive if it has the ability to corrode steel at a rate of more than 0.25 inches per year under conditions specified in a particular EPA test. Examples of corrosive wastes include waste battery acid, waste acid or alkaline cleaning fluids and waste rust removers. Corrosive wastes carry the hazardous waste code designation of D002.

➤ **Reactive waste**

A waste is reactive if it is unstable and explodes or produces fumes, gases, and vapors when mixed with water or under other conditions such as heat or pressure. A waste may also be defined as reactive if it is a forbidden explosive or a Class A or Class B explosive as defined by the U.S. Department of Transportation. Examples of reactive wastes include certain cyanide or sulfide-bearing wastes. Reactive wastes carry the hazardous waste code designation of D003.

➤ **Toxic waste**

Wastes that are harmful or fatal when ingested or absorbed, or leach toxic chemicals into the soil or groundwater when disposed of on land are considered toxic waste. A facility can determine if the waste is toxic by having it tested using a test called the Toxicity Characteristic Leaching Procedure (TCLP). If the waste contains any of the 40 regulated contaminants at concentrations equal to or greater than the regulatory levels, then the waste exhibits the toxicity characteristic. Examples of toxic waste include wastewater treatment sludges and pesticide/herbicide wastes. Characteristic toxic wastes carry the hazardous waste code designation of D004 through D043 (each waste has its own hazardous waste code designation). The list of toxic wastes can be located at 40 CFR 261.24.

C. Mixtures of listed wastes and other wastes

A mixture containing a non-hazardous solid waste and any amount of a listed hazardous waste is considered a hazardous waste. For example, if a pint of spent solvent such a toluene or benzene (an F005 listed hazardous waste) is mixed with a 55 gallon drum of waste antifreeze, the entire mixture (e.g., 55 gallons plus one pint) is considered a hazardous waste (as opposed to only one pint being a hazardous waste had the two wastes not been mixed). Hence, it is very important to keep wastes segregated. Not only is it better for the environment, but it will reduce disposal costs (it's more expensive to dispose of hazardous waste than it is solid waste).

D. Universal Wastes

Universal wastes include nickel cadmium and small sealed lead-acid batteries, agricultural pesticides, thermostats and lights/lamps (e.g., fluorescent, high-intensity discharge, neon, mercury vapor, high-pressure sodium and metal halide lamps). Universal wastes have fewer waste management rules that apply to them. For more information about the generation, storage, transportation, disposal and recycling of universal wastes, refer to IDEM's guidance document entitled, "Universal Waste Rule," available on IDEM's Web site at http://www.IN.gov/idem/land/hazwaste/guidance/universalwasterule.pdf. The Document Order Form located in this manual can also be to used to obtain a copy of this document.

Must a facility test its waste to determine if it's hazardous or will prior knowledge of the waste suffice?

Either can be used. It may be more accurate to have each waste stream analyzed, but knowledge of the waste can also be used to make the determination. For additional information on making a waste determination, refer to the IDEM publications entitled "How To Identify Waste & Determine If It's Hazardous Waste" and "Understanding the Hazardous Waste Determination Process." These publications can be obtained from IDEM's Web site at: http://www.IN.gov/idem/land/hazwaste/guidance/identifywastedeterhw.html and http://www.IN.gov/idem/land/hazwaste/guidance/understandhazwasteprocess.pdf respectively, or via the Document Order Form located within this manual.

Keep in mind that it is a facility's responsibility to ensure that a proper hazardous waste determination is made for each solid waste. If a facility hires a consultant to perform waste determination activities, the facility is still liable for any incorrect determinations that may be made.

Determine hazardous waste generator status

Once a facility has determined whether or not it generates hazardous waste, how much waste is generated on a monthly basis must be determined. This will help a facility determine its hazardous waste generator status. A table listing whether a wastestream must be included in the waste generation calculation is included at the end of this section as worksheet 3.

There are three generator categories into which a facility might fall: conditionally exempt small quantity generator (CESQG), small quantity generator (SQG) and large quantity generator (LQG). The type of generator a facility is (e.g., generator status) is determined on a **monthly** basis and depends upon the amount of hazardous waste a facility generates **within that calendar month**.

Note that the measurements listed in each of the categories are in pounds and kilograms. Many hazardous wastes are liquids and are measured in gallons. In order to measure a facility's liquid wastes, gallons will need to be converted to pounds. To do this, density of the liquid must be known. A rough guide is that 30 gallons (about half of a 55-gallon drum) of waste with a density similar to water weighs about 220 pounds (100 kg); 300 gallons of a waste with a density similar to water weighs about 2,200 pounds (1,000 kg).

GENERATOR STATUS	AMOUNT OF HAZARDOUS WASTE GENERATED PER MONTH	ON-SITE ACCUMULATION TIME	ON-SITE QUANTITY LIMIT
Conditionally Exempt Small Quantity Generator (CESQG)	< or = to 220 pounds (approximately one half of a 55-gallon drum) < or = to 2.2 pounds of acutely haz. waste < or = to 220 pounds of acutely hazardous spill residue	N/A	1,000 kg** 1kg acute*** 100 kg acute spill residue***
Small Quantity Generator (SQG)	Between 220 and 2,200 pounds (approximately one half to four 55-gallon drums)	No more than180 days on site or 270 days if shipped 200 miles or more *	6,000 kg (approximately thirty 55- gallon drums)
Large Quantity Generator (LQG)	2,200 pounds or more (more than four 55-gallon drums)	No more than 90 days on site	No Limit

* Hazardous waste that is transported more than 200 miles away for recovery, treatment, or disposal can be stored for up to 270 days.

** If a facility generates/accumulates more than the amount listed, it may be subject to additional requirements.

*** If a facility generates/accumulates more than this amount, it may become subject to LQG requirements.

Determine which requirements a facility must comply with depending upon a facility's generator status, and comply with those regulations

Once a facility has determined its generator status, a determination can be made as to which hazardous waste rules the facility must comply with. CESQGs have the smallest number of rules to comply with; LQGs have the largest number. A key point to remember when determining the requirements that apply to a facility is that generator status can change from month to month. Say, for example, a facility generates less than 220 pounds (100 kg) of hazardous waste during the month of February. During that month, the facility would be considered a CESQG and would be required to comply with the hazardous waste requirements that apply to CESQGs. Continuing with our example, say that, during the month of March, a facility generates 550 pounds of hazardous waste. Since 550 pounds falls between the SQG accumulation amount of 220 and 2,200 pounds, the facility would be considered an SQG for the month of March and would be required to comply with the requirements that apply to SQGs.

Refer to the Generator Summary Chart located on page 18 for a summary of the requirements that apply to each generator category. The numbers in each of the boxes in the table are sections within Title 40 of the Code of Federal Regulations (CFR). Referring to these sections within the CFR will provide a facility with specific details as to each of these requirements. The CFR can be found on the Internet at http://www.access.gpo.gov/nara/cfr/. In addition, a facility may wish to consult EPA's document entitled, "Managing Your Hazardous Waste; A Guide for Small Businesses" for additional information on these requirements. This document can be obtained by visiting EPA's Web site at: http://http://www.epa.gov/epaoswer/hazwaste/sqg/sqghand.html. A facility may also obtain a copy of this document by using the Document Order Form contained in this manual.

Reducing the amount of hazardous waste a facility is responsible for disposing of has many benefits. First, by increasing the amount of hazardous waste that is reclaimed or recycled, the costs associated with disposal of the waste are avoided. Second, by reclaiming or recycling hazardous waste, the liability associated with the disposal of hazardous waste is limited. This is because the liability associated with any hazardous waste that is sent away for disposal does not end when it is shipped off-site. A facility is still potentially liable for cleanup costs under Superfund for any mismanagement of hazardous waste once it reaches the disposal facility. Third, reclaiming or recycling waste is much better for the environment and the community.

Table 4-1: Generator Summary Chart

	CESQG	SQG	LQG
Quantity Limits	• <100 kg/month • <1kg/month of acute hazardous waste • <100 kg/month of acute spill residue or soil §§261.5(a) and (e)	Between 100-1,000 kg/month §§262.34(d)	• >1000 kg/month or more • >1 kg/month of acute hazardous waste • >100 kg/month of acute spill residue or soil Part 262 and §261.5(e)
EPA ID Number	Not required §261.5	Required §262.12	Required §262.12
On-Site Accumulation Quantity	• 1,000 kg HW • 1 kg acute HW • 100 kg acute HW spill residue §§261.5(f)(2) and (g)(2)	<6000 kg §262.34(d)(1)	No Limit
Accumulation Time	None §261.5	• 180 days or • 270 day (if >200 miles) §§262.34(d) and (e)	90 days §262.34(a)
Storage Requirements	None §261.5	Basic requirements with technical standards for tanks or containers §§262.34(d) (2) and (3)	Full compliance for management of tanks, containers or containment buildings §262.34(a)
Off-site Management of Waste	State approved or RCRA permitted/interim status facility §§261.5(f)(3)and (g)(3)	RCRA permitted/interim status facility §262.20(b)	RCRA permitted/interim status facility §262.20(b)
Manifest	Not required §261.5	Required §262.20	Required §262.20
Biennial Report	Not required §261.5	Not required §262.44	Required §262.41
Personnel Training	Not required §261.5	Basic training required §262.34(d)(5)(iii)	Required §262.34(a)(4)
Contingency Plan	Not required §261.5	Basic plan §262.34(d)(5)(i)	Full plan required §262.34(a)(4)
Emergency Procedures	Not required §261.5	Required §262.34(d)(5) (iv)	Required §262.34(a)(4)

Worksheet 1: Inventory of Solid and Hazardous Waste Streams

Waste	Generated From	Solid Waste (y/n)	Hazardous Waste (y/n)

Worksheet 2: Generator Size Determination

Hazardous Waste	Generated From	Hazardous Waste Code(s)	Average Amount Generated per Month

Total _____

Worksheet 3: Summary of the Hazardous Waste (HW) Status of Waste Generated by a Typical Auto Salvage Facility

Product/Waste	Description/Mgt. Option	Hazardous Waste (HW) Status	Counted Toward Generator Satus (lif determined to be Haz. Waste)
Aerosol Cans	Recycled or Disposed - Emptied	Not a HW	
	Recycled or Disposed - Not Emptied	Make a HW determination and manage accordingly	✓
Antifreeze	Recycled	Make hazardous waste determination accordingly	
	Disposed	Make a HW determination and manage accordingly	✓
Batteries	Recycled, managed as Universal Waste or except under 40 CFR 266.80	Not counted in determining HW generator status	
	Disposed	HW	✓
Brake & Clutch Repair (Asbestos)	Disposed - Not contaminated with a HW	Not a HW	
	Disposed - Contaminated with a HW (such as from some brake cleaners)	Must make a HW determination and manage accordingly	✓
Catalytic Converters	Recycled	Not a HW, but subject to IDEM's air rules	
	Disposed	Must make HW determination	
Fluorescent Light Tubes & HID Lamps	Recycled as Universal Waste	Not counted in determining HW generator status	
	Disposed	Must make a HW determination and manage accordingly	✓
Fuel	Reused for its intended purpose or re-refined	Not a HW	
	Disposed	Must make a HW determination and manage accordingly	✓
Fuel Filters	Disposed	Must make a HW determination and manage accordingly	✓
Mercury Switches	Recycled	Not a HW	
	Disposed	Must make a HW determination and manage accordingly	✓
Metal Parts	Recycled	Not a HW	
	Disposed	Not a HW	
Oil (Used)	Recycled (under the Used Oil Rule)	Not a HW	
	Disposed	Must make a HW determination and manage accordingly	✓
Oil Filters (Used & Terne Plated)	Recycled as scrap metal	Not a HW	
	Disposed	Must make a HW determination and manage accordingly	✓

Worksheet 3: Continued

Product/Waste	Description/Mgt. Option	Hazardous Waste (HW) Status	Counted Toward Generator Satus (If determined to be Haz. Waste)
Oil Filters (Used & Non-Terne Plated)	Recycled - Hot-drained	Not a HW	
	Disposed - Hot-drained	Not a HW	
	Disposed - Not hot-drained	Must make a HW determination and manage accordingly	✓
Refrigerants (MVAC)	Recycled - Not contaminated	Not a HW	
	Disposed - Contaminated	Must make a HW determination and manage accordingly	✓
Solvents (Aqueous-Based)	Disposed	Must make a HW determination and manage accordingly	✓
Solvents (Petroleum-Based)	Reused for its originally intended purpose OR reused w/o first being reclaimed	Not a HW	
	Recycled or Disposed	Must make a HW determination and manage accordingly	✓
Sorbents	Recycled under the Used Oil Rule (if contaminated with used oil only)	Not a HW	
	Disposed (or unable to manage under the Used Oil Rule due to contamination with materials other than used oil)	Must make a HW determination and manage accordingly	✓
Tires	Recycled or Disposed	Not a HW, but subject to the Used Tire Rule or the Solid Waste rules	
Wastewater	Sent directly to the sanitary sewer	Not a HW, but subject to POTW's and IDEM's regulations	
	Stored in a drum(s) or holding tank	Must make a HW determination and manage accordingly	✓
Wipes	Laundered - (reusable wipes that have not been used to clean up spills of HW)	Not a HW	
	Disposed	Must make a HW determination and manage accordingly	✓

Potential Waste Streams

AEROSOL CONTAINERS

Empty aerosol containers may be sent to a scrap metal recycler for recycling. Containers that are totally empty are not considered to be a hazardous waste and may be disposed with a facility's regular trash. An aerosol container is considered to be empty when the pressure in the container approaches atmospheric pressure (i.e., nothing comes out of the can when the nozzle is not clogged and is pressed). Note that a clogged can may still contain materials, and, therefore is not considered to be empty. If a facility disposes of cans that are not empty, it must make a hazardous waste determination and manage the cans accordingly.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

Listed below are the management responsibilities that a facility must follow for aerosol cans that contain or contained hazardous chemical(s).

- ensure that aerosol cans are empty prior to sending them to a scrap metal recycler.
- ensure that aerosol cans are totally empty prior to disposing of them.
- if the can no longer has a sufficient amount of propellant to force the product out, puncture and drain the container. The product drained from the punctured container must be used for its intended purpose or characterized to determine if it is a hazardous waste. Be sure to use the product's Material Safety Data Sheet (MSDS) in order to become familiarized with the product's hazards prior to puncturing and draining the container. Also ensure that appropriate personal protective equipment (e.g., safety glasses and gloves) is worn during this process.
- make a hazardous waste determination on the container and the remaining product, and manage it accordingly.

ANTIFREEZE

Under Indiana's hazardous waste rules, ethylene glycol and propylene glycol (i.e., virgin antifreeze) are not listed hazardous wastes. However, contact with cooling system parts may cause used antifreeze to become contaminated with heavy metals, such as lead, chromium and cadmium. This contamination may make the antifreeze a hazardous waste. Similarly, used antifreeze that is mixed with other wastes (during storage, etc.) may result in a mixture that is a hazardous waste. Each facility is responsible for making a hazardous waste determination on its used antifreeze. This determination can be based on analytical test results of the used antifreeze, or it may be based on the knowledge of the waste and how it was generated and managed.

IDEM has reviewed data on used antifreeze (both ethylene glycol and propylene glycol-based) from a broad range of vehicle types and ages. The results of this data indicate that used antifreeze does not appear to exhibit the characteristics of a hazardous waste. However, it is possible that a facility could generate used antifreeze that is a hazardous waste if the facility:

- generates used antifreeze primarily from older vehicles (i.e., vehicles with metal radiators and lead soldered joints.)
- generates a type of antifreeze other than traditional ethylene glycol or propylene glycol-based antifreeze.
- mismanages its used antifreeze after it has been drained from the vehicle (i.e., if the antifreeze is mixed with hazardous wastes or other contaminants.)

More information on IDEM's regulatory analysis of used antifreeze may be obtained via IDEM's Web site at http://www.IN.gov/idem/land/hazwaste/guidance/classusedantifreeze.pdf or by using the Document Order Form contained in this manual (request the document entitled, "Classification of Used Antifreeze").

WHAT MUST BE DONE TO BE IN COMPLIANCE?

If a facility's used antifreeze is considered to be a hazardous waste, the facility must manage it according to the hazardous waste rules. Listed below are the proper management requirements.

- label all containers in accordance with the hazardous waste rules. Remember to clearly mark the words "HAZARDOUS WASTE" as well as the date the waste began to accumulate (or the date the container was completely filled if there is a satellite accumulation area onsite) on the used antifreeze container.
- keep storage containers closed to prevent evaporation and spills.
- conduct weekly inspections to ensure that the containers are in good condition. Look for leaks and for deterioration caused by corrosion or other factors. If a container leaks, put the hazardous waste or the leaking drum in another container.
- keep monthly records of the amount of used antifreeze that is accumulated.
- manifest drums of used antifreeze to a TSD facility .
- use only permitted waste transporters that have obtained an EPA identification number to transport drums of antifreeze off site.

If it is determined that a facility's used antifreeze is not a hazardous waste, the facility must:

- never put antifreeze into the environment (i.e. onto the ground or into streams).
- never pour antifreeze into any drains if a facility is on city water, unless the local wastewater treatment plant has been contacted in order to make sure it can handle such a discharge
- not discharge antifreeze to a septic system if doing so will result in the antifreeze entering and causing harm to the waters of the state of Indiana. Note that, if a facility's used antifreeze is determined to be a hazardous waste, it must not discharge it to a septic system or to the environment.
- if a facility recycles antifreeze on-site, a hazardous waste determination must be made on the filters and sludge, or they can be treated as hazardous wastes. Because the contaminants are concentrated in the filter and/or sludge, it is likely that these may be hazardous wastes.

CAN ANTIFREEZE BE RECYCLED?

Yes, however there are some things to keep in mind:

A. Purchasing Recycling Equipment

A facility may purchase antifreeze-recycling equipment to perform recycling on-site. The following two models of antifreeze recycling equipment are available:

1. Closed-loop/on-vehicle model

The closed-loop/on-vehicle models are equipped with hoses that attach directly to the vehicle in order to flush the cooling system, recycle the antifreeze and replenish the cooling system. The advantage to this type of system is that the used antifreeze is contained during each step

of the process, thereby reducing the possibility for improper handling and storage. Note that closed-loop systems may also be used to recycle antifreeze that will be stored for later use. The disadvantage of this type of system is that the antifreeze is typically recycled through filtration or deionization, which does not remove most dissolved contaminants.

2. Batch system/off-vehicle model

The batch system or off-vehicle model requires that the service technician handle the antifreeze during each step of the process (i.e., drain the antifreeze, pour it into the recycling unit, and then replenish the vehicle.) These types of systems may recycle the antifreeze by filtration or distillation. Distillation units remove suspended solids as well as dissolved contaminants.

B. Contracting with a Service Company to Recycle Used Antifreeze

Contracting this service to an outside company has certain advantages over purchasing recycling equipment. First, contracting this service does not require the initial capital expense of purchasing a recycling unit. Secondly, the filters and sludge that are generated during the recycling process may be hazardous wastes. If recycling on-site, a hazardous waste determination must be made and the waste must be managed accordingly. If this service is contracted to an outside company that recycles used antifreeze off-site, that company will be responsible for the hazardous waste generated during the recycling process.

a. On-site recycling

Using an on-site mobile antifreeze recycling service involves having a recycling service visit the facility with a mobile coolant-recycling unit. Note that the facility will be responsible for any hazardous waste generated as a result of on-site antifreeze recycling. Spent filters and sludge may potentially be hazardous wastes.

b. Off-site recycling

Another option is to send used antifreeze off-site for recycling with a reputable recycling company. Used antifreeze may be stored on-site for later pick-up. Recycling companies usually require a minimum pickup quantity of 50-55 gallons and, in addition to picking up used antifreeze, can also supply recycled antifreeze.

C. SOME THINGS TO KEEP IN MIND ABOUT ANTIFREEZE RECYLCLING

- check vehicle manufacturers' warranties prior to using recycled antifreeze.
- chemical additives must be added to the recycled antifreeze prior to its reuse in a vehicle. Recycling equipment vendors provide these additive packages.
- the use of recycling equipment will generate potentially hazardous wastes such as spent filters or sludge.
- a list of companies that provide antifreeze recycling services or that lease or sell recycling equipment is included in the Resources Section contained in Tab 11.

BATTERIES (LEAD - ACID)

Auto salvage facility owners have several options when disposing of used lead acid batteries. The rules a facility must comply with are determined by the option chosen. These options are as follows:

RECLAIMED/RECYCLED

If a facility generates, collects, transports, stores or regenerates lead-acid batteries for reclamation purposes, the facility may be exempt from certain hazardous waste management requirements. However, if a facility is a battery reclaimer and stores batteries prior to reclamation, the facility is subject to

many of the hazardous waste management requirements.
[A material is "reclaimed" if it is processed to recover a usable product or if it is regenerated. Recovery of lead values from spent batteries is considered reclamation.]

Specific requirements concerning the reclamation and recycling of used batteries is contained in 40 CFR 260.80 and is available electronically at http://frwebgate.access.gpo.gov/cgi-bin/get-cfr.cgi?TITLE=40&PART=266&SECTION=80&YEAR=2002&TYPE=TEXT.

MANAGED AS A UNIVERSAL WASTE

Universal wastes include nickel cadmium and small sealed lead-acid batteries, agricultural pesticides, thermostats and lights/lamps (e.g., fluorescent, high-intensity discharge, neon, mercury vapor, high-pressure sodium and metal halide lamps).

Used lead-acid batteries managed as Universal Waste have different, less stringent rules, than those managed as a hazardous waste. For more information about the generation, storage, transportation and disposal of universal wastes, refer to IDEM's guidance document entitled, "Universal Waste Rule", available on IDEM's Web site at:
http://http://www.IN.gov/idem/land/hazwaste/guidance/universalwasterule.pdf. The Document Order Form located in this manual can also be used to obtain a copy of this document.

MANAGED AS A HAZARDOUS WASTE

Batteries that are not recycled/reclaimed or managed as a universal waste must be managed as hazardous waste. In addition, a waste determination must be made on all broken or leaking batteries. Refer to the section entitled, "Complying With The Hazardous Waste Rules" (Tab 3) for additional information concerning the hazardous waste requirements.

In addition, auto salvage facilities that sell batteries must comply with rules contained in IC 12-20-16. These rules are available electronically at http://http://www.ai.org/legislative/ic/code/title13/ar20/ch16.html.

GOOD IDEA!!

Storing batteries on a wire shelf with plastic spill trays placed below the shelf will allow easy inspection of all batteries for damage and will also contain any leaking battery acid. By storing batteries in this manner, it can be readily determined which battery is leaking. Acid collected from the spill tray can be returned to a non-leaking battery that will be sent off-site for reclaiming. Another way to store batteries is to utilize an EPA approved storage box. See the Resources Section contained in Tab 11 for a list of companies that sell battery storage/spill trays.

BRAKE AND CLUTCH REPAIR

Normal wear on asbestos-containing brake and clutch pads causes the pads to release a friable dust, and may also cause the pads themselves to be friable. The term "friable" means a material that contains more than one percent (1%) asbestos that, when dry, can be crumbled or reduced to powder by hand pressure.

Brake cleaners and other products that are used when performing brake and clutch work may cause used brake pads, clutch pads, and/or wipes to become a hazardous waste. A hazardous waste determination must be made on used brake pads, clutch pads, and wipes. If any of these items are deemed to be a hazardous waste, they must be managed under the hazardous waste rules.

IDEM does not automatically require that all the dust and debris from brake and clutch work be managed as though it contains asbestos. A facility may use generator knowledge of the waste to determine whether or not it contains asbestos, or the waste may be tested to determine its asbestos content and then managed accordingly.

Generally, asbestos-containing brake and clutch pads are considered to be a solid waste and can be disposed with regular trash. However, brake and/or clutch pads that are contaminated with a listed hazardous waste or that exhibit a hazardous waste characteristic must be managed as a hazardous waste.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

Listed below are the requirements that must be met when storing and disposing of asbestos-containing waste:

A. Storage:

- place bags of asbestos-containing waste in air-tight containers.
- label the container with the following Danger label (note that the information may be handwritten on the container, or a facility may purchase pre-labeled bags designed for asbestos waste):
  DANGER
  CONTAINS ASBESTOS FIBERS
  AVOID CREATING DUST
  CANCER AND LUNG DISEASE HAZARD
- store the container in an area that restricts access by unauthorized persons, such as a locked container, room, truck or trailer.

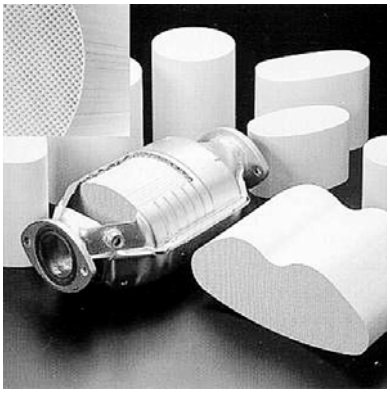
B. Disposal:

- make a waste determination (either solid or hazardous waste) and manage accordingly. A facility may dispose of the waste as a solid waste if it has made a waste determination and found that the waste is not a hazardous waste. If the material is considered to be a hazardous waste, it must be managed under the hazardous waste rules.
- prior to shipping the asbestos-containing material as a solid waste, the container must be labeled with the following information:
  —the facility's name, address and telephone number
  —if the quantity is less than one pound, use the DOT marking: "Asbestos, 9, NA2212, Class 9, PGIII"
  —if the quantity is one pound or more, use the DOT marking, "R.Q., Asbestos, 9, NA2212, Class 9, PGIII"
- have asbestos-containing waste sent to a landfill that is approved by IDEM to accept solid waste.

- provide the receiving landfill with sufficient notice prior to sending asbestos containing waste to them.
- ensure that an Asbestos Waste Shipment/Disposal Record accompanies each load of asbestos-containing waste that is sent for disposal. A facility may obtain a copy of the Asbestos Waste Shipment/Disposal Record form via IDEM's Web site at http://www.IN.gov/idem/land/hazwaste/guidance/asbestoshanddisosreq.pdf or by requesting the document entitled "Asbestos Handling and Disposal Requirements" using this Document Order Form contained in this manual.
- if a completed copy of the Asbestos Waste Shipment/Disposal Record is not received from the waste disposal facility within 35 days of acceptance of the waste by the transporter, a facility must contact the transporter and/or the waste disposal facility to determine the status of the asbestos-containing waste that was sent for disposal. If the transporter and/or the waste disposal facility does not respond to the inquiry within 10 days, a facility must file a written exception report with the Office of Air Quality's Asbestos Section. This report must include a copy of the shipment/disposal record, a letter explaining the actions taken to locate the shipment, and the results of these actions. For additional information on the proper handling and disposal of asbestos, visit IDEM's Web site at: http://www.IN.gov/idem/land/hazwaste/guidance/asbestoshanddisposreq.pdf or request the document entitled "Asbestos Handling and Disposal Requirements" using the Document Order Form contained in this manual.

CATALYTIC CONVERTERS (and Emission Control Devices)

Tampering with emission control devices (such as catalytic converters, exhaust gas recirculation valves, air pumps, etc.) is illegal unless the vehicle is used as a parts car.



WHAT MUST BE DONE TO BE IN COMPLIANCE?

Listed below are the requirements that must be followed when managing or removing catalytic converters:

- do not tamper with catalytic converters or any part of the vehicle's emissions control equipment unless the vehicle is used as a parts car. Tampering includes activities such as:
  - —removing or making the control emissions inoperable.
  - —adjusting control emissions so that they no longer meet the manufacturer's specification.
  - —installing a replacement part that is not specified for use in the vehicle or is not equally effective in reducing emissions as the specified replacement part.
  - —adding a part that was not originally certified on the car.
- do not rent, lease, sell, or transfer a vehicle that has been subject to tampering unless the vehicle is to be used as a parts car.
- do not operate a vehicle with knowledge that the vehicle has been subject to tampering.
- if catalytic converters are dismantled at the facility, the facility must ensure that there is no release of waste onto the soil during removal and dismantling activities.

If a facility repairs vehicles (rather than parting them out), refer to IDEM's Compliance Manual for Indiana's Vehicle Maintenance Shops for the regulations a facility must follow. This manual is available on the web at http://www.IN.gov/idem/ctap/vehicle/manual/index.html.

GOOD IDEA!!

Send old catalytic converters to scrap metal recycling companies. Catalytic converters contain precious metals such as platinum, palladium, and rhodium. A list of scrap metal recyclers is available in the Resources Section (Tab 11).

FLUORESCENT LIGHT TUBES AND HIGH INTENSITY DISCHARGE (HID) LAMPS (Does not include halogen lamps)

Historically, fluorescent tubes and lamps contained a sufficient amount of mercury to make them a hazardous waste when disposed. Some new tubes and lamps are now marketed as containing a reduced amount of mercury, presumably making them a non-hazardous waste when disposed. However, it remains the generator's responsibility to ensure the correct hazardous waste determination is made and to manage the waste accordingly. If a facility is considering purchasing a new type of tube/lamp that is marketed as a non-hazardous waste when disposed, it should request the analytical test results for the product (i.e., toxicity characteristic leaching procedure, otherwise referred to as TCLP) from the vender. Ask the vendor to explain the TCLP results, or contact IDEM's Office of Land Quality (317/308-3103) for assistance.

If the used tubes/lamps are considered to be a hazardous waste, there are two management options for handling waste tubes and lamps:

1.) Recycle or dispose of them under the Universal Waste Rule or,
2.) Dispose of them under the hazardous waste rules.

Option 1:

The Universal Waste Rule is a modification of the hazardous waste rules, and is designed to reduce regulatory requirements by promoting environmentally-sound recycling and disposal practices. In addition to being easier for businesses to comply with, handling used tubes and lamps under the Universal Waste Rule also reduces the environmental impact associated with disposal under the hazardous waste rules. For more information on Universal Wastes, refer to IDEM's guidance document entitled, "Universal Waste Rule". This document is available on IDEM's Web site at http://www.IN.gov/idem/land/hazwaste/guidance/universalwasterule.pdf or via use of the Document Order Form contained in this manual.

Option 2:

The second option is to manage used tubes and lamps under the hazardous waste rules. See the discussion entitled "Complying with the Hazardous Waste Rules" (Tab 3) for more information.

Note that discarded tubes and lamps are not counted in determining generator status provided the tubes are shipped off-site for recycling as a universal waste. If used tubes and lamps are thrown in the trash, their total weight must be added to the monthly record for hazardous waste generation. A list of fluorescent tube recyclers is contained in the Resources Section in Tab 11.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

Listed below are the rules that must be followed depending upon how a facility manages its used tubes and lamps.

- regardless of whether a facility follows the universal waste rule or the solid and hazardous waste rules, it must:
  - —educate employees on proper handling and emergency procedures associated with the waste tubes/lamps;
  - —contain all releases of waste and residues;
  - —make a hazardous waste determination on used tubes and lamps and manage them accordingly.
- if used tubes and lamps are managed under the Universal Waste Rule, a facility must:

—package both unbroken and broken tubes/lamps to prevent breakage and a release of contaminants; lamps managed under the Universal Waste Rule may not be intentionally crushed or broken;

- —label the tubes/lamps or the containers holding them with the words “Universal Waste Lamps” or “Waste Lamps” or “Used Lamps” or any other words that accurately identify the universal waste lamps;
- —have used tubes and lamps transported to a universal waste collection center; (a list of fluorescent tube and high intensity discharge lamps recyclers is available in the Resources Section in Tab 11). Note that under the Universal Waste Rule, it is not required that used tubes/lamps be manifested.
- —not accumulate and store used tubes/lamps for longer than a one-year period.

- if used tubes and lamps are managed as a hazardous waste, the hazardous waste rules must be followed.

FUEL & FUEL FILTERS

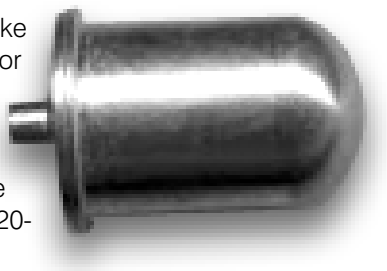
Gasoline, diesel fuel, fuel filters, as well as, used wipes and sorbents that are contaminated with gasoline or diesel may be subject to IDEM requirements.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

Listed below are the management responsibilities that must be followed when managing fuel and fuel filters:

- manage waste fuel in one of the following manners:
  - —reuse the fuel if it is not contaminated.
  - —send it to a re-refiner or fuel blender.
  - —make a hazardous waste determination and manage accordingly.
- make a hazardous waste determination on fuel filters that contain gasoline, or drain the residual fuel from the filter collecting any liquid for reclamation or reuse. A list of fuel filter recyclers is contained in the Resources Section located in Tab 12.

MERCURY SWITCHES



Mercury can be found throughout vehicles, primarily in anti-lock brake switches, navigational displays, hood/trunk lighting and as a vapor in High Intensity Discharge lamps. Mercury switches account for more than 99% of mercury use in vehicles.

Mercury is a highly toxic substance. The amount of mercury in one vehicle mercury switch (approximately one gram) can contaminate a 20-acre lake to the point where the fish should not be eaten.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

Although a facility owner is not required to remove mercury switches from vehicles upon arrival at the facility or prior to crushing activities, it is highly recommended that this be done. As discussed in the section entitled, "Spill/Release Prevention, Reporting and Remediation (Tab 5), any release to the environment must be contained and remediated. Removing all mercury-containing switches from vehicles either upon arrival at the facility or, at a minimum, prior to vehicle crushing activities, will help to ensure that the switch does not break and release mercury to the environment.

A website listing the location of mercury switches in various makes and models of vehicles can be found at http://www.anr.state.vt.us/dec/ead/eadhome/PDF%20Files/FSSalvage/hgswitchremoval.pdf and http://www.cleanairfoundation.org/switch_out/vehicles.htm.

GOOD IDEA!

Recycling your mercury switches will help to ensure that the mercury contained in the switches will be handled in the most environmentally-responsible way possible. A list of companies that will accept (and in some cases transport) mercury switches can be found in the "Resources Section " in Tab 11.

OIL (USED)

The term used oil Includes any petroleum-based or synthetic oil that has been used, such as engine oil, sludge from used oil tanks, transmission fluid, refrigeration oil, compressor oil, hydraulic fluid, etc.

As oil circulates through a car's engine, it may become contaminated with heavy metals, including lead. High concentrations of lead may make used oil a hazardous waste. Oil may also become contaminated through contact with gasoline, which could make the used oil a hazardous waste due to benzene contamination and/or flammability. In addition, oil can also become contaminated with products of incomplete combustion, which contain a number of known carcinogens.

Two environmental management options currently exist for auto salvage facilities that generate used oil. The first option is to recycle used oil or burn it for energy recovery under the Used Oil Rule. The second option is to dispose of used oil, following all applicable solid and hazardous waste rules. By managing used oil under the Used Oil Rule (rather than under the solid and hazardous waste rules), the regulatory requirements will be lessened.

Option 1: Used Oil Rule (Recycling or Burning for Energy Recovery):

Complying with the Used Oil Rule means that a facility does not have to manage used oil or the sludge from a used oil tank as a hazardous waste. Even if the used oil to be recycled or fuel blended is contaminated with a hazardous waste from product formulation or through its intended use (such as when contaminants mix with oil in the crankcase), the used oil is still regulated under the Used Oil Rule rather than as a hazardous waste. In order to comply with the Used Oil Rule, a facility must properly

manage its used oil, and must either recycle used oil or burn it for energy recovery. Keep in mind that oil that is intentionally or accidentally mixed with a hazardous waste must be managed as a hazardous waste.

Note that under the Used Oil Rule, both re-refining and burning of used oil for energy recovery are considered to be forms of recycling. Re-refining is the preferred method of managing used oil because it preserves our limited natural resources.

If a facility chooses to burn used oil in an onsite space heater, be aware that there are additional rules that must be followed under the Used Oil Rule. Because small oil-burning space heaters are not as clean burning or as efficient as industrial furnaces, IDEM recommends that used oil be sent to a fuel blender rather than burning it on-site.

Option 2: Solid and Hazardous Waste Rules (Disposal):

Used oil that cannot be managed under the Used Oil Rule (i.e., because of contamination with a hazardous waste or other material) is subject to all applicable solid and hazardous waste rules. Under the solid and hazardous waste rules, a facility must make a hazardous waste determination and manage used oil accordingly.

If a facility determines that its used oil is not a hazardous waste, it is still prohibited from being sent to a solid waste landfill because these landfills do not accept liquid waste or waste that contains free liquids (i.e., wastes containing liquids that will readily pour.) Therefore, used oil must be sent to a facility that is capable of handling liquid waste or that can solidify the waste prior to disposal.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

Managing used oil may be done in a number of different ways. Listed below are the various options as well as the requirements for each.

- if the **Used Oil Rule** is being followed, a facility must:
  - —recycle used oil or burn self generated used oil for energy recovery in an on-site space heater.
  - —not mix used oil with hazardous wastes.
  - —determine the halogen content of the used oil by using generator knowledge or by using a test kit for halogens (available from safety supply dealers.) If the used oil contains more than 1,000 parts per million total halogens, it is presumed to have been mixed with a hazardous waste and must be treated as a hazardous waste unless a facility can demonstrate that the source of the halogens was not from mixing a hazardous waste with used oil. To avoid having to manage used oil as a hazardous waste, do not add solvents or anything else to the used oil.
  - —for off-site shipments, a facility must ensure that the transporter used has an EPA identification number. A facility may personally transport less than 55 gallons of its own used oil (or oil that has been collected through a household do-it-yourself collection program such as that described below) at any time to a used oil collection center or to a facility's own aggregation point without obtaining an EPA ID number. Note that an aggregation point is basically a collection center designed to accept small amounts of used oil and store it until enough is collected to ship it elsewhere for recycling. Aggregation points collect oil only from facilities run by the same owner/operator and from individuals.

- if a facility is following the **Used Oil Rule** *and* **burning used oil on-site**, it must:
  - —follow all of the above-listed requirements.
  - —have a used oil-fired space heater with a maximum capacity of not more than 500,000 Btu/hr.
  - —vent combustion gases from the heater to the ambient air
  - —burn only used oil that a facility generates or used oil received from households that bring their used oil to the facility.

- if a facility is following the **Solid and Hazardous Waste Rules**, it must:
  - —determine if the used oil is a hazardous waste. If the oil is considered to be a hazardous waste, it

must be managed according to the hazardous waste rules.
—if used oil is not a hazardous waste, it still must be managed under IDEM's solid waste rules and sent to a facility that is permitted to accept this type of waste.

- regardless of whether a facility follows the Used Oil Rule or the Solid & Hazardous Waste Rules, it must do the following:
  —clean up spills promptly.
  —keep oil storage containers in good condition. Drums used to store oil cannot be rusting or leaking.
  —develop a Spill Prevention, Control and Countermeasures Plan if a facility stores oil in tanks or containers having an accumulative storage capacity in excess of 1,320 gallons.
  —report oil spills (see "Spill /Release Prevention, Reporting and Remediation" (Tab 5) for additional information.)
  —not apply used oil as a dust suppressant.
  —not store used oil in surface impoundments (i.e., lagoons.)

A number of guidance documents concerning used oil are available via IDEM's Web site or by using the Document Order Form contained in Tab 10. They are:

—"Complying with Indiana's Used Oil Rule" (http://www.IN.gov/idem/land/hazwaste/guidance usedoilrule.pdf)
—"Indiana Used Oil Handling Facilities and Transporters" (http://www.IN.gov/idem/land hazwaste/guidance/inusedoilfactransporters.pdf)
—"Used Oil Filters" (http://www.IN.gov/idem/land/hazwaste/guidance/usedoilfilters.pdf)

GOOD IDEA!!

Start a Do-It-Yourself (DIY) Oil Collection Program

The United States EPA estimates that millions of gallons of used oil are released into the environment each year by household do-it-yourselfers. By participating in a do-it-yourself (DIY) oil collection program, a facility can help prevent oil waste from polluting the environment and can also demonstrate a facility's commitment to customer service and community.

Prior to starting a DIY collection program, a facility must contact the Plan Review Division of the Indiana Department of Fire & Building Services at (317) 232-1431 to ensure that it is following applicable regulations. A facility must also follow the management standards of IDEM's Used Oil Rule, accept DIY used oil, and send the DIY oil to a recycler or burn it for energy recovery.

Many used oil transporters will pick up used oil, including used oil that is collected from DIY, at no charge if a minimum of 200 gallons of used oil is present per pick-up. Some used oil transporters will also provide a double-walled oil storage tank and will train staff in the proper collection of DIY used oil. Contact a used oil transporter

to request additional information about participating in a DIY oil collection program.

Some suggestions for implementing a used oil-recycling program include:

- offer special reusable containers to do-it-yourselfers. Avoid accepting other used oil containers.
- use a separate drum or tank for do-it-yourselfer oil to avoid potential contamination of the facility's used oil.
- visually inspect used oil brought in by do-it-yourselfers. Do not accept suspicious materials.
- have the do-it-yourselfers sign a log with a statement verifying the material is used oil only.
- post a sign and provide written materials describing the program.
- include this public service and any other environmental efforts in the facility's advertisements.

OIL FILTERS (Used)

When a used oil filter is removed from a vehicle, approximately one pint of oil may remain trapped in the filter. The used oil and sludge that remain in the filter may contain contaminants such as heavy metals that are picked up as the oil circulates through the engine. High concentrations of heavy metals may cause used filters to demonstrate hazardous waste characteristics, making the filters subject to hazardous waste regulations if the filters are not properly drained. (See "Complying with the Hazardous Waste Rules", Tab 3 for additional information about hazardous waste characteristics).

There are several management options for handling used oil filters. The regulations a facility must follow depend on whether the used filters are properly drained and what is subsequently done with them (e.g., recycle, burn, discard.)

Properly hot drained filters are exempt from Indiana's hazardous waste regulations and may be disposed as solid waste. The term "hot drain" means to immediately drain the filter after it is removed from a vehicle that is at or near the engine's operating temperature, while employing some additional means to facilitate draining such as puncturing, crushing, or dismantling.

Undrained filters may be managed under Indiana's Used Oil Rule if the filters are recycled or burned for energy recovery. (See "Oil-Used" within this section for additional information on Indiana's Used Oil Rule).

Undrained filters that are discarded are subject to all applicable solid and hazardous waste rules. Note that even if a facility's used oil filters are not considered to be a hazardous waste, they still cannot be sent to a landfill because of the restrictions on wastes containing free liquids (liquids that will readily pour). Instead, the filters must be managed under IDEM's solid waste rules and sent to a facility that is capable of handling liquid waste or that can solidify the waste prior to disposal.

Large filters, such as those used in heavy-duty vehicles, may be terne-plated. Terne is an alloy of tin and lead, and is used to strengthen the shells of larger oil filters. Terne-plated filters do not share the

exemption from the hazardous waste rules when disposed that is provided for properly hot-drained non-terne plated filters. Terne-plated filters are exempt from hazardous waste rules only if they are recycled as a scrap metal. If they are disposed of, they are subject to a hazardous waste determination and, if found hazardous, must be managed in accordance with all applicable hazardous waste requirements.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

As stated above, managing used oil filters may be done in a number of different ways. Listed below are the regulations that a facility must follow depending on the option that is used:

- if a facility chooses to hot drain its used oil filters, it must:
  - —puncture the filter anti-drain back valve or the filter dome end and hot drain the filters.; or
  - —perform any other equivalent hot draining method that will remove the used oil so that the filters contain no free liquids. Equivalent methods include crushing or dismantling the filters.
- properly manage the oil drained from the filters (see the "Oil -Used" section for more information).
- if a facility does not hot drain filters, it must determine if the filters demonstrate hazardous waste characteristics.
  - —filters that demonstrate hazardous waste characteristics are considered to be a hazardous waste and must be managed accordingly.

Refer to the Resources Section contained in Tab 11 for a listing of companies involved in the following used oil activities:

- —Oil Drainage/Collection Products
- —Oil Filter Crushing/Cutting Equipment
- —Oil Filter Transport
- —Oil Filter Processing Facilities
- —Oil Filter recycling Facilities
- —Used Oil Vendors

Table 5-1: REGULATIONS FOR REGULAR (NON-TERNE PLATED) USED OIL FILTERS

Management Option	Applicable Regulation
Properly Hot Drained	Exempt from Hazardous Waste Regulations
Recycled	Used Oil Rule
Burned for Energy Recovery	Used Oil Rule

GOOD IDEA!!

Crushing used oil filters is the most effective way to remove any remaining oil. Crushing also allows more filters into each drum, and since many service companies charge by the drum (rather the weight of the drum or number of filters in the drum), the facility can reduce the transportation and/or disposal costs associated with used oil filters.

A facility may either purchase equipment to crush the filters, or it may send the filters to a service company to have them crushed and then sent to a recycler.

REFRIGERANTS/MOTOR VEHICLE AIR - CONDITIONING SYSTEMS

Motor vehicle air-conditioning (MVAC) systems have historically used the refrigerant CFC-12, also known as Freon or R-12. R-12 is a chlorofluorocarbon (CFC) that has been identified as causing damage to the ozone layer, which protects the earth from harmful ultraviolet radiation. A new refrigerant called HFC-134a, also known as R-134a, is being used in all new vehicles. R-134a is a hydrofluorocarbon (HFC) which is less harmful to the stratospheric ozone layer, but does contribute to global warming.

Refrigerant blends are a mixture of several chemicals and are designed to emulate the characteristics of R-12. All EPA accepted blends, such as R 22, R 142b and R 124, contain ozone depleting hydrochloroflurocarbons (HCFC). When refrigerant blends are mixed with R-134a or R-12, the resulting mixtures cannot be recycled. Similarly, whenever R-12 is contaminated with another refrigerant, not only can the mixture not be recycled; it must be managed as a hazardous waste. Because blends should not be mixed with R-134a or R-12, a separate recovery machine is needed specifically for blends. An additional problem with blends is that identifying and recovering blend refrigerants is more difficult than working with straight R-12 or R-134a. Refrigerants in customers' MVAC systems should be tested prior to removal (use a refrigerant diagnostic tool) to determine if the system contains a specific blend or a "mystery" mixture of refrigerants. Recovery machines should be checked to ensure they can be used to recover the specific type of refrigerant that will be recovered. Recovering incompatible refrigerants into a recovery machine could cause damage to the machine.

The 1990 Clean Air Act Amendments **required** the phase out of CFC-based refrigerants used in MVAC systems, and stopped the production and importation of CFCs in 1995. The U.S. EPA regulates MVAC refrigerants and requires that they be either recycled on-site or sent to an EPA certified reclaimer. Facilities that remove refrigerants from MVACs must use EPA-approved recovery or recovery/recycling equipment and must have their technicians trained by an EPA-accredited training program. As mentioned previously, IDEM regulates contaminated R-12 refrigerant mixtures as a hazardous waste.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

The facility manager or owner can ensure the facility's compliance with EPA regulations by adhering to the following requirements.

- **never** intentionally vent refrigerants to the atmosphere.
- recover all refrigerants used in MVAC systems prior to beginning work on the system, or crushing the vehicle.
- have all MVAC technicians trained and certified by an EPA-accredited training program in the proper use of refrigerant recovery/recycling equipment.
- use only EPA-approved recovery or recovery/recycling equipment to handle refrigerants.
- submit an MVAC equipment owner certification form to the EPA prior to commencing MVAC service operations (only one certification is required regardless of the number of units that the facility has.)
- either recycle R-12 on-site or sell/give recovered R-12 to an EPA-certified refrigerant reclaimer. If the R-12 is sent to a reclaimer, the facility must retain the name and address of the reclaimer.
- maintain the following records and certification forms on-site:
  - —EPA equipment owner certification forms for at least one of piece of recovery or recovery/recycling machines;
  - —certification forms for each trained technician and facility operator;
- not top-off a leaking MVAC system with a refrigerant other than what is currently present in the system.
- extract the old refrigerant from an MVAC system prior to charging the system with a new type of refrigerant.
- handle R-12 that has been mixed with other refrigerants as a hazardous waste.

- properly manage compressor oil recovered from MVAC systems.

Blends:

- use only EPA-approved recovery equipment, and dedicate this equipment specifically to blends and "mystery" mixtures.
- recover refrigerants with new or used equipment and manage it in one of the following manners:
  - — a facility may dedicate a piece of older equipment (i.e., that was formerly used to recover uncontaminated CFC-12 or HFC-134a) to recover blends as well as contaminated CFC-12 or HFC-134a. However, once a facility chooses to dedicate this equipment to recovering blends and contaminated mixtures, it may no longer use this equipment to recover uncontaminated CFC-12 or HFC-134a. Additionally, a facility must ship the refrigerants recovered from this equipment to a reclaimer or off-site for destruction (not allowed to be recycled on-site.)
  - — a facility may recover a blend refrigerant using a new piece of EPA approved equipment designed to recover, but not recycle, any single, specific blend refrigerant.

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A facility may obtain a variety of information, including the EPA equipment certification form, a listing of organizations with EPA-accredited training programs, and EPA-approved third party refrigerant reclaimers by calling the Stratospheric Ozone Hotline at (800) 296-1996. A facility may also obtain this information from EPA's auto air conditioning Web site at http://www.epa.gov/ozone/title6/609.

SOLVENT "BASICS"

The regulations a facility must follow when managing and disposing of solvents depends on the type(s) of solvent and pre-cleaner(s) it is using. Listed below are the types of solvents potentially used by auto salvage facilities and an overview of the regulations associated with each. Refer to the sections that follow this introduction, Petroleum-Based Solvents and Aqueous-Based Solvents, for more information on each type of solvent.

Water (aqueous) Based Solvents

Aqueous-based solvents are generally less toxic alternatives to petroleum-based solvents. Unlike petroleum-based solvents, there are generally no hazards or adverse impacts associated with the detergent and water solution found in aqueous-based solvents. The detergent used for aqueous parts washing may be an acid, alkaline or a citrus-based solution. Some aqueous systems use microbes to eat the oil and grease that accumulate in the cleaning system. Aqueous parts washers may be in the form of a heated parts washing sink, an immersion tank, or a high-temperature spray cabinet. A high-temperature spray cabinet is similar to a large dishwasher in that it combines heat, soap and spraying action to clean dirty parts. This type of unit is available in various sizes, with the larger units having ample capacity for cleaning large parts.

If a facility is considering switching to an aqueous-based cleaner, keep in mind that some aqueous cleaners will cause the parts to rust, requiring that the parts be treated after they are cleaned. Also keep in mind that used aqueous-based solvents may be a toxic hazardous waste if they are contaminated to the extent that they exhibit hazardous waste characteristics or are contaminated with a listed hazardous waste. Potential contaminants include oil and grease, lead, chromium, cadmium, and any precleaners

used by the facility.

Petroleum-Based Solvents (e.g., mineral spirits).
New/virgin petroleum-based solvents are classified according to their flash point. The term "flash point" refers to the temperature at which a material could ignite if exposed to a spark. Materials with a low flash point (100-140° F) will ignite more easily than materials with a higher flash point (140-200° F.)

Low-Flash Solvents (100-140° F)
Petroleum-based solvents with a flash point from 100-140° F are also referred to as "low-flash solvents." This type of solvent will be an ignitable hazardous waste and, possibly, a toxic hazardous waste when disposed.

High-Flash Solvents (140-200° F)
Petroleum-based solvents with a flash point from 140-200° F are also referred to as "high-flash solvents." Used high-flash solvent is not considered to be an ignitable hazardous waste unless it is contaminated and its flash point drops below 140° F. Be aware that many high-flash solvents have a flash point that is only slightly above the 140° F threshold for this group of solvents. If the facility uses pre-cleaners that contain flammable materials, the used high-flash solvent may become a low-flash solvent (i.e., an ignitable hazardous waste) that is subject to more stringent regulations. In addition to potentially being an ignitable hazardous waste, a used high-flash solvent may also be a toxic hazardous waste if contaminated to the extent that it exhibits hazardous waste characteristics. If a facility's pre-cleaners contain any chemicals that are on any of the hazardous waste lists, the used solvent will automatically be a hazardous waste.

Chlorinated solvents
Using chlorinated solvents can lead to significant compliance work for a facility. Chlorinated solvents include the following:

- chlorobenzene (monochlorobenzene or benzene chloride)
- trichloroethylene (trichloroethane, ethinyl trichloride)
- chlorinated fluorocarbons
- methylene chloride (dichloromethane, methylene dichloride, methylene bichloride)
- tetrachloroethylene (perchloroethylene, ethylene tetrachloride, tetrachlorethylene)
- 1,1,1-trichloroethane (methyl chloroform, chlorothene)

Check the product label or the Material Safety Data Sheets (MSDS) for these chemicals. If a facility is using any of them, IDEM air regulations will apply. Hazardous waste regulations may also apply.

AQUEOUS-BASED SOLVENTS

Depending upon the type and level of contamination, a facility's used solvent may be unacceptable for discharge to the local Publicly Owned Treatment Works (POTW) or may be a hazardous waste. Note that if a facility wishes to discharge its aqueous cleaning solution, the facility's drain should be connected to a POTW. For information on discharging used solvent to a POTW, see the section entitled, "Notifications and Permitting" (Tab 7). For information on making a hazardous waste determination and managing hazardous waste,see the section entitled, "Complying with the Hazardous Waste Rules" (Tab 3).

WHAT MUST BE DONE TO BE IN COMPLIANCE?
Listed below are the requirements that a facility must follow when managing and disposing of aqueous-based solvents:

- make a hazardous waste determination and manage used aqueous solutions accordingly. For additional information on listed and characteristic hazardous wastes and the method to be used for making a waste determination, refer to the section entitled, " Complying with the Hazardous Waste Rules (Tab 3).
- not discharge used aqueous solution unless it is connected to a POTW or a holding tank or unless

the facility has a National Pollutant Discharge Elimination System (NPDES) permit, See the section entitled, "Notifications and Permitting" (Tab 7) for information on NPDES permits. If a facility is discharging to a POTW, the facility must ensure that the discharge meets the effluent limits set by the POTW.

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Purchasing an aqueous parts washer with a skimmer and a timer will provide the facility with several benefits. First, the timer will allow it to automatically turn the washer's heater unit on and off at certain times each day. Turning the heat off at the end of each day not only saves energy, but also allows the aqueous solvent to cool and the oil and grease to separate. The timer can then schedule the skimmer to remove the oil and grease that has risen to the top of the solvent. Frequent skimming of these contaminants will keep the solvent at its peak operating efficiency. Finally, the timer can be set to automatically turn the heater unit back on so that the solvent is ready to use at the beginning of each work day.

PETROLEUM-BASED SOLVENTS

Some facilities use supplemental cleaning products to pretreat carbon deposits and other heavy soils. These cleaning products typically contain ignitable and/or chlorinated solvents such as methanol, propane, xylene, methylene chloride, trichloroethane and/or tetrachloroethylene. The use of these products may cause used solvent to be a hazardous waste due to toxicity as well as ignitability. In addition to precleaners, used solvent may be contaminated with lead and/or chromium, which are frequently used as coatings on metal parts. A thin layer of these coatings may wash off when the parts are cleaned, leaving heavy metals in the used solvent.

Under IDEM's air regulations, all facilities that use petroleum-based solvents in an immersion cleaning machine (solvent sink) or in a remote reservoir cleaning machine (part sprayer), must follow specific work practices to limit the amount of volatile organic compounds (VOCs) entering the air. These work practices are listed in the "What Must Be Done To Be In Compliance" section below.

Under IDEM's hazardous waste rules, used petroleum-based solvent with a flash point below 140° F is a hazardous waste due to the characteristic of ignitability. The term "flash point" refers to the temperature at which a material could ignite if exposed to a spark. Used petroleum-based solvents with a flash point above 140° F are not regulated as a hazardous waste due to ignitability, but may be a hazardous waste due to toxicity depending upon the level and type of contamination. Note that if a facility is classified as a conditionally-exempt small quantity generator (CESQG), disposing of more than 30 gallons of hazardous waste in any one calendar month will change a facility's hazardous waste generator status classification from CESQG to small quantity generator (SQG). If a facility's used petroleum-based solvent is determined to be a hazardous waste, it may easily move into the SQG classification when the parts washer is changed out. Parts washers typically contain between 19 and 27 gallons of used solvent, making the amount of hazardous waste very near the 220 pounds per month threshold for SQG's. For additional information on hazardous waste characteristics and generator categories, refer to the section entitled, "Complying with the Hazardous Waste Rules" (Tab 3).

Many vendors have begun continued use programs. Under such a program, the vendors directly reuse their customers' solvents without first treating or recycling the solvents. Under a continued use program, the facility using the solvent does not generate a waste and, therefore, does not need to count the solvent toward their generator status or make a hazardous waste determination on the solvent.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

Listed below are the requirements that must be followed when managing and disposing of petroleum-based solvents.

- if a facility uses petroleum-based solvents in immersion cleaning machines (solvent sinks) or in a remote reservoir cleaning machine (part sprayer), it must:
  - —keep the solvent tank covered when not in use to prevent evaporation.
  - —place a drain shelf in the basin of the parts washer. This shelf allows solvent to drain back into the solvent tank.
  - —drain all parts for at least fifteen (15) seconds or until the part is no longer dripping.
  - —store used solvent to be disposed in tightly covered or closed containers.
- users of solvents with a vapor pressure at or below two millimeters of mercury (2.0 mm Hg) must also keep a record of each purchase, including the following information:
  - —name and address of the solvent supplier
  - —date of purchase, the type of solvent
  - —volume of each unit
  - —total volume of the solvent, and
  - —vapor pressure of the solvent
- make a hazardous waste determination on used petroleum-based solvent and manage it accordingly.

Refer to the Resources Section in Tab 11 for a listing of companies involved in the following solvent activities:

- —Aqueous Parts Washing
- —Parts Washers (equipment vendors)
- —Solvent Substitutes (manufacturers/vendors)
- —Solvent Recyclers

IDEA!!

Purchasing or Leasing a Solvent Sink With a Filter Unit

Some of the newer solvent sinks have filter units that extend the life of the solvent by filtering out contaminants. Dirty solvent passes through the filtering unit where contaminants are removed, and clean solvent is returned to the reservoir for reuse.

The type and location of the filters on the solvent sink vary depending upon the type of filtration system used. Some of the more commonly employed filtration systems are:

- side-mounted disposable fabric filter units, which remove primarily particulate;
- cyclonic filter units that use centrifugal force "cyclonic action" to remove solids. The solvent passes through a filtering unit where a spinning action takes place, causing the solids to settle out and allowing the clean solvent to be reused.
- clay-containing filter units that are placed in the solvent reservoir or in the wash basin to remove primarily oil and grease.

Remember that a hazardous waste determination must be peformed on the used filters prior to disposal.

SORBENTS (includes spill clean-up materials and waste)

Sorbents (absorbent material such as pigs, pillows and socks) are not hazardous unless they come into contact with hazardous materials or hazardous wastes. A facility's used sorbents and spill waste must be managed in one of the ways listed below. The particular requirements that must be followed depends on the type and extent of contamination, the quantity of contaminated sorbents generated per month, and whether the sorbents are recycled or disposed. Note that the term "spill waste" includes sorbents as well as any contaminated soil, residue, debris, and articles from the cleanup of a spill or release of petroleum-contaminated materials. The term "petroleum-contaminated materials" includes spill waste that contains virgin or used petroleum such as: gasoline, diesel fuel, hydraulic fuel, crude or refined oils that do not contain polychlorinated biphenyls (PCBs), kerosene, and heating oils.

- **Recycling** Petroleum-Contaminated Sorbents (and/or Spill Waste) under the Used Oil Rule If a facility's sorbents are contaminated only with used oil, the sorbents may be disposed by burning for energy recovery under the Used Oil Rule. In order to comply with the Used Oil Rule, a facility must properly manage its oil-contaminated sorbents (i.e., don'tmix other wastes with these sorbents), and it must either recycle sorbents or send them for disposal at a permitted facility that burns them for energy recovery. See Oil-Used in this section for additional information on the Used Oil rule.
- **Disposing** of Contaminated Sorbents (and/or Spill Waste) If a facility cannot manage its sorbents and spill waste under the Used Oil Rule (e.g., because of contamination with a waste other than used oil), it must make a hazardous waste determination and manage them accordingly. Sorbents that exhibit hazardous waste characteristics or are contaminated with a listed hazardous waste must be managed as a hazardous waste. Refer to the section entitled, "Complying with the Hazardous Waste Rules" (Tab 3) for additional information on characteristic and listed hazardous wastes.
- **Disposing** of Sorbents and/or Spill Waste as a Solid Waste (i.e., with regular trash) If used sorbents are determined not to be a hazardous waste, and they do not drip or accumulate free liquids (such as in the bottom of their storage container), a facility may dispose of them with its regular trash. Note that materials containing free liquids are prohibited from landfills. Also note that IDEM's air regulations prohibit air drying contaminated sorbents prior to disposal.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

Listed below are the requirements that must be followed when managing and disposing of sorbents.

- if a facility manages its petroleum-contaminated sorbents and spill waste under the Used Oil Rule, it must follow the requirements of this rule.
- if a facility cannot manage its used sorbents and/or spill waste under the Used Oil Rule due to contamination with a waste other than used oil, it must make a hazardous waste determination on its used sorbents. If they are a hazardous waste, the facility must manage them accordingly.
- if a facility's used sorbents or spill waste are not a hazardous waste, it must ensure that the material does not drip, contain free liquids, or result in the accumulation of free liquids (such as in the bottom of their storage container) prior to disposing of them with the regular trash.

Remember: regardless of how a facility manages its contaminated sorbents and/or spill waste, it **must not** air dry contaminated sorbents to remove ignitable or toxic characteristics prior to disposal!

IDEA!!

Purchasing Biomass Derived Sorbent Material

Sorbents made from plant cellulose, such as cotton and wood fibers, are very effective in absorbing liquids. Biomass-derived sorbents have an absorbency ratio of 4:1 when compared to most alternatives. The absorbency ratio is five times greater than

clay.

WASTE TIRES

Waste tires can be a prime breeding source for mosquitoes, the primary carriers of the West Nile Virus. The West Nile Virus is a viral disease that can cause encephalitis, an infection of the brain and spinal cord. Uncovered waste tires can accumulate pools of water where adult mosquitoes may lay eggs. One tire can generate thousands of mosquitoes over the course of a breding season. There are a couple of ways to eliminate mosquito breeding in waste tires. The most effective way is to remove and properly dispose of waste tires. If immediate removal cannot be done, eliminate standing water from tires by covering them with a tarp or other covering.

In addition to being prime breeding grounds for mosquitoes, waste tires may also present a significant risk to public health and the environment should a pile of tires catch fire. Tires are **highly** combustable. Tire fires generate a large amount of heat, which makes them extremely difficult to extinguish. In addition, this uncontrolled burning produces smoke and toxic air pollutants, as well as pyrolytic oil (a free-floating, oily tar). This oil can mix with the material used to extinguish the fire, which can then contaminate surrounding soils, surface waters and groundwater. The facility owner would be responsible for the cleanup and removal of any contamination associated with tire fires that occur at the facility.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

If a facility generates 12 or more waste tires a year, it must keep a record of how it disposes of waste tires. Most companies comply with this requirement by filing copies of the waste tire manifest forms provided by their registered waste tire transporter. If a facility delivers waste tires to a retailer who is serviced by a registered waste tire management facility, it must keep a file of the paid invoices that show disposal. The law requires a facility to maintain this record for one (1) year and make the file available for review by IDEM.

The generator of waste tires is ultimately liable if it uses an unregistered transporter that fails to properly manage the tires. Outdoor accumulations of 1,000 or more waste tires are only permitted at IDEM registered sites where scrap tires are properly managed. A list of waste tire processors, storage facilities and transporters can be found in the “Resources Section ” (Tab 11). The current list of registered waste tire transporters is also available on the IDEM Office of Land Quality Web site at:
http://www.IN.gov/idem/land/sw/permitting/registeredtiretransporters.pdf

If a facility generates waste tires, it must dispose of them using one or more of the following methods:

- delivery to a wholesaler or to an agent of a wholesaler (a retailer),
- delivery to a manufacturer of tires;
- delivery to a facility that recycles tires;
- delivery to a permitted final disposal facility regulated under IDEM’s waste regulations;
- delivery to a registered waste tire storage site;
- delivery to a facility operated as a waste tire cutting facility that is permitted by IDEM; or
- delivery to a registered waste tire transporter or a person who operates a municipal waste collection and transportation vehicle licensed under Indiana Code 13-20-4.

Waste tires are regulated as solid waste. Whole tire disposal is banned at landfills, making it necessary to alter tires by shearing across the bead into four relatively equal pieces or by cutting away each side wall from the tread, resulting in three pieces. Some landfills may require additional processing or may refuse to accept any tire material. Commercial operations collecting and processing waste tires must obtain a certificate of registration from IDEM.

For any questions about the Indiana Waste Tire Management requirements and how they apply to a facility, please contact:

IDEM Waste Tire Program Coordinator:
(800) 988-7901 or (317) 233-9341

GOOD IDEA!!

Removing and properly disposing of waste tires will help to ensure that large piles of tires do not accumulate at the facility, eliminating mosquito breeding grounds and lessening the facility's chance of a fire and resulting cleanup.

WIPES

Wipes (industrial shop towels, rags, paper towels, gloves, cotton swabs, etc.) are not hazardous unless they come into contact with hazardous materials or hazardous wastes. As wipes are used to clean up spills and remove oils, they become contaminated with automotive fluids and cleaning solvents.

IDEM regulates disposable wipes that are determined to be a hazardous waste. A facility must make a hazardous waste determination on its used disposable wipes (refer to "Complying with the Hazardous Waste Rules" (Tab 3) for additional information on the processes used in making a waste determination). If the products used at the facility contain any of the following constituents, then the disposable wipes, when contaminated, could exhibit hazardous characteristics and may be regulated as a hazardous waste by IDEM:

- heavy metals such as arsenic, barium, cadmium, chromium, lead, mercury, selenium and silver;
- chlorinated solvents such as monochlorobenzene; 1,4- dichlorobenzene; 1,2-dichloroethane; 1,1-dichloroethylene; pentachlorophenol; methylene chloride; trichloroethane; trichloroethylene; tetrachloroethylene and any chlorinated fluorocarbons; or
- toxic solvents such as benzene, toluene, xylene, pyridine, 2-ethoxyethanol, methyl ethyl ketone, and 2-nitropropane.

If the products used at the facility are a listed waste when discarded (i.e., contain a chemical or chemicals found on one of the hazardous waste "lists"), the contaminated wipes will automatically be a hazardous waste when disposed.

Contaminated wipes that are laundered are not regulated as a hazardous waste unless they are used to clean up spills of hazardous waste or a hazardous waste is added to the container of wipes. They are, however, still regulated by IDEM's Office of Air Quality.

WHAT MUST BE DONE TO BE IN COMPLIANCE?

A facility can manage used wipes in a couple of different ways, depending upon the type of wipes that are used and the contaminant(s) that have been absorbed. Listed below are the requirements that must be followed when disposing of wipes.

A. For laundered wipes

- if a facility is sending reusable wipes that exhibit hazardous waste characteristics to a laundry, it must:

—store contaminated wipes in closed containers to prevent the evaporation of any contaminants

into the air; and

—ensure that storage containers are not accumulating free liquids in the bottom of the container. If the container has free liquids, transfer the free liquid into another container and manage by its hazardous classification. Laundries will not accept wipes containing free liquids.

B. For disposable wipes

- make a hazardous waste determination on used wipes. If the wipes are a hazardous waste, they must be managed accordingly.
- wipes must not be air dried as a means of removing ignitable or toxic characteristics prior to disposal.
- store contaminated wipes in closed containers to prevent the evaporation of any contaminants into the air

Spill/Release Prevention, Reporting and Remediation

A facility should work to avoid spills/releases and to implement spill response procedures to help ensure that spills and releases are managed effectively. Doing so will help to ensure that a facility does not have to perform a potentially costly cleanup.

What exactly is a "spill"? When and to whom does a spill have to be reported?

Under IDEM's Spill Rule, a spill is defined as a release of more than one pint or one pound of an objectionable substance (such as oil, gasoline, solvents, antifreeze, etc.) that could threaten to enter the ground water or surface water of the State of Indiana. This definition includes spilling an objectionable substance on the ground, into the water, or into a drain that does not lead to a wastewater treatment plant. A copy of the spill rule is available on IDEM's Web site at http://www.in.gov/land/er/spillrule.pdf or via the Document Order Form contained in Tab 11 (request the document entitled "Spill Rule").

Not all spills are reportable. Whether or not a spill must be reported depends on several factors, including:

- the material spilled and its Reportable Quantity (RQ). Each hazardous material has its own RQ requiring the spill to be reported if it meets or exceeds the gallons/pounds corresponding to the RQ;
- the location of the spill, including whether the location is part of a wellhead protection area; near a private drinking water well or State water with a designated use; water owned by the federal government; or within or outside the property boundary; and
- whether or not a spill response has been done.

As a general rule, all spills should be reported if they:

- create a risk to public health from fire or explosion;
- are not contained within a building;
- come in contact with soil or water; or
- leave the property, or threaten to enter the waters of Indiana (including ground water).

A facility may obtain additional information about spill reporting via IDEM's Web site at **http://www.in.gov/idem/land/er/index.html** or by calling IDEM's Environmental Emergency Hotline at 317/233-7745 (toll free at 888/233-7745). An IDEM Environmental Emergency Hotline staff member will provide assistance in determining whether or not the spill is reportable, and, if the spill is reportable, will also assist in determining which additional agencies the spill must be reported to. A sample Spill Emergency Notification form is located at the end of this section. A facility should complete this form and place a copy of it near each of the phones in the facility for future reference. If a facility fails to report and/or clean up a spill, it may be subject to an enforcement action.

What if a spill/release occurs during vehicle crushing activities?

A facility may need to report the spill/release, if the amount of material spilled/released exceeds its Reportable Quantity. Even if the spill/release was not in an amount that exceeds the Reportable Quantity for that material, it must be cleaned up because releases of hazardous materials regardless of how much was spilled/released must be properly disposed of. **This must be done at the time the spill/release occurs.** A facility can minimize its chances of having spills/releases by removing anything that might be released from the vehicle during crushing activities prior to the vehicle being crushed. Crushing should only be done in areas where spillage or releases can be contained and prevented from coming into contact with the soil.

What should a facility do if there is a spill/release?

There are a number of things that a facility should do when responding to any spill/release at the facility, regardless of whether it occurred during vehicle crushing activities or at any other time. These include the following:

1) if appropriate, turn on the ventilation systems to vent the vapors out of the building
2) alert others and call for help
3) if the spilled material is not flammable, set the containers upright and shut off the valves that released the material. If the container is damaged, place it in a compatible secondary container (e.g. bucket or overpack drum.)
4) place a spill boom/sock around drains to prevent spill material from entering the drain
5) if applicable, have properly trained personnel put on personal protective equipment (apron, gloves), while cleaning up the material
6) clean up the spill, using appropriate methods, including:
   – scooping up the material with a dust mop and squeegee if possible (such as with spilled oil);
   – cleaning up the spill with a rag;
   – spreading an absorbent material; and
   – removing any soil impacted by the spill.
7) containerize and make a hazardous waste determination on the spilled material, then manage it accordingly. Spill materials that are used to clean up only used oil may be managed for disposal under the Used Oil Rule. See the section on Oil-Used (Tab 4) for further information on the Used Oil Rule.
8) report spills to:
   - IDEM's Environmental Emergency Hotline as soon as possible, but no later than two hours after the incident, by calling 317/233-7745 or toll free at 888/233-7745. The Environmental Emergency Hotline is staffed 24-hours a day, 7-days a week. Environmental Emergency Hotline staff will request the following information:
     – facility's name, address, and EPA Identification Number (if applicable);
     – date, time, and type of incident (e.g., spill, fire etc.);
     – quantity and type of hazardous material involved in the incident;
     – extent of injuries, if any;
     – estimated quantity and disposal of recovered materials, if any; and
     – acknowledgement that the facility is located within a wellhead protection area (if it is.)

     Don't wait to report the spill. Call the Environmental Emergency Hotline even if the above listed information is not available.

   - notify downstream users of a waterway into which a spill has occurred. When the spill is reported, IDEM will assist in notifying the downstream users; however, it remains the facility's responsibility to notify downstream users of potentially contaminated water.
   - notify the chief of the responding fire department when a release of hazardous materials creates an unreasonable risk to public safety from fire or explosion.

- if material enters a drain that leads to a wastewater treatment plant, the facility may be required to call the local wastewater treatment plant to notify them of the spill. Whether or not a facility is required to report a spill depends upon the quantity and the material(s) spilled.
- if a facility is located in a Wellhead Protection Area, there may be additional spill reporting requirements. Contact the local public water supply system to determine these requirements. A listing, by county, of public water supply systems can be found on IDEM's Web site at http://www.IN.gov/serv/idem_dwb_inventory or contact IDEM's Drinking Water Branch at 317-308-3366.

How should a facility prepare for spill/release situations?

The hazardous waste regulations require that a facility:

- keep a spill kit on hand and replenish the kit with any materials that were used during a clean up operation; and
- train employees on the proper response to chemical emergencies.

See the section entitled "Emergency Plans, Recordkeeping & Reporting Requirements and Employee Training" (Tab 6) for additional emergency planning and training information.

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To avoid a spill or reduce the amount of material that could potentially be spilled, a facility may want to consider the following:

- pump liquid products directly from one area to another when possible (e.g. use an on-vehicle/closed-loop antifreeze recycler or add motor oil via a hose);
- drain automotive fluids in a designated area where there are no connections to the storm drain or municipal sewer;
- collect leaking or dripping fluids in designated drip pans or containers. Keep all fluids separate so they may be recycled. When finished working on a vehicle, employees should immediately empty contents of drip pans into appropriate collection containers;
- if possible, keep all facility drains sealed, using an inflatable plug or absorbent pillow, to eliminate the possibility of spill materials entering the drain; and
- remove anything (e.g. fluids, filters, mercury switches, etc.) from the vehicle that may cause a spill or release prior to crushing the vehicle.

SPILL EMERGENCY NOTIFICATION

POST NEAR THE PHONE

Fire Department Phone #: _____

Police Department Phone #: _____

IDEM Emergency Response Branch (24 hours/day, 7 days/week) ***(317) 233-7745 or toll free (888) 233-7745***

County Health Department Phone #: _____

Local Public Works/ Sewer Department Phone #: _____

Recovery Contractor's Name: _____

Phone #: _____

State Emergency Planning Commission Phone #: _____

****National Response Center (24 hours/day, 7 days/week)*** ***(800) 424-8802***

**** Local Emergency Planning Committee Phone #:*** _____
(contact the local Emergency Mgmt. Agency or County Health Dept. for the LEPC area contact.)

Emergency Plans, Recordkeeping/Reporting Requirements and Employee Training

Various plans, records, reports and employee training are required depending upon the activities conducted at a particular facility (e.g., the facility's generator category, whether the facility removes freon from MVAC systems, etc.). It is very important that the facility's operations are well known in order to determine which of the following requirements must be complied with.

The information provided in this section applies to the activities that occur at most auto salvage facilities. Additional plans, record keeping/reporting and employee training requirements may apply to the facility depending upon the activities that occur.

EMERGENCY PLANS

A. Hazardous Waste Emergency *Procedures/Contingency Plans*

If a facility is a small quantity generator of hazardous waste, it must: assign an emergency coordinator, who is responsible for the following duties:

— post the following information next to the facility's telephones:
- the name and telephone number of the facility's emergency coordinator;
- the location of spill control material, fire extinguisher(s), and, if present, fire alarm; and
- the telephone number of the fire department (unless the facility has a direct alarm.)

—ensure that all employees are thoroughly familiar with proper hazardous waste handling and emergency procedures relevant to their responsibilities during normal facility operation and emergencies;

—respond to emergencies that arise at the facility by doing the following:
- in the event of a spill, contain the flow of hazardous material to the extent possible, and clean up the hazardous material and any contaminated materials or soil as soon as practicable (assuming the employees have been properly trained in conducting these activities);
- in the event of a fire, call the fire department or put out the fire using a fire extinguisher;
- immediately notify the chief of the responding fire department when a release of a hazardous material creates an unreasonable risk to public safety from fire or explosion.
- in the event of a fire, explosion, or a release which could threaten human health outside of the facility, or when there is knowledge that a spill has reached surface water, IDEM's Emergency Response Section must immediately be notified at 317/233-7745 or toll free at 888/233-7745. IDEM will request the following information:
  – the facility's name, address, and EPA Identification Number, if applicable;
  – date, time, and type of incident (e.g., spill, fire etc.);
  – quantity and type of hazardous material involved in the incident;
  – extent of injuries, if any;
  – estimated quantity and disposition/makeup of recovered materials, if any; and
  – acknowledgment that the facility is located within a Wellhead Protection Area, if appropriate.

If the facility is a large quantity generator, it is required to develop and maintain on-site a contingency plan, rather than the emergency plan discussed above. Information concerning the contents of an acceptable contingency plan can be found on IDEM's Web site at: http://www.in.gov/idem/land/hazwaste/guidance/hwcontingencyplan.pdf. This information can also be obtained via the Document Order Form contained in Tab #10, by requesting the document entitled, "Hazardous Waste Contingency Plans."

B. Spill Prevention, Control, and Countermeasures Plan

Depending on a facility's total aboveground storage capacity for all types of oils it keeps onsite (petroleum, synthetic, animal, or vegetable; product or waste), it may be subject to the Federal Spill Prevention, Control and Countermeasures (SPCC) rule (40 CFR Part 112). This is a spill and oil pollution prevention rule, promulgated under authority of the Federal Clean Water Act, which imposes certain requirements intended to prevent the discharge of oils to "navigable waters" (essentially any type of waterway, including aquifers or natural or manmade conduits which discharge to navigable waters), and requires a formal facility-specific plan for controlling and cleaning up an oil spill if and when one occurs.

The SPCC Rule, as revised effective August 16, 2002, does not apply unless the total aggregate above-ground storage capacity for all oils at a facility exceeds 1,320 gallons (not counting containers of less than 55 gallon capacity, and not counting buried tanks which are subject to the Underground Storage Tank regulations at 40 CFR Part 280 and 281). If a facility's total above-ground product and waste oil storage capacity does exceed 1,320 gallons, some of the basic requirements of this rule that will need to be met include, providing secondary containment, performing periodic integrity tests for tanks and containers, and having an SPCC plan for spill control and cleanup which has been certified by a professional engineer.

Compliance with the SPCC rule is handled by the U.S. Environmental Protection Agency Region 5 office in Chicago. Information or questions regarding compliance with SPCC plans may be directed to that office at 312 / 886-7187.

EMPLOYEE TRAINING

A. Hazardous Waste Emergency Training

If a facility is a small quantity generator of hazardous waste, it must assign an emergency coordinator to perform the following duties:

- post the following information next to the telephone:
  - the name and telephone number of the facility's emergency coordinator;
  - the location of the facility's fire extinguisher(s), spill control material, and, if present, fire alarm; and
  - the telephone number of the fire department (unless the facility has a direct alarm.)
- ensure that all employees are thoroughly familiar with proper hazardous waste handling and emergency procedures, relevant to their responsibilities during normal facility operations and emergencies;
- respond to emergencies that arise by doing the following:
  - in the event of a fire, call the fire department or put out the fire using a fire extinguisher;
  - in the event of a spill, contain the flow of hazardous material to the extent possible, and clean up the hazardous material and any contaminated materials or soil as soon as practicable (if the employees have been properly trained to perform these tasks);
  - in the event of a fire, explosion, or release which could threaten human health outside of the facility, or when there is knowledge that a spill has reached surface water, IDEM's Emergency Response Section must be immediately notified at 317/233-7745 or toll free at 888/233-7745. A facility must provide the following information to IDEM:

- facility's name, address, and EPA Identification Number, if applicable;
- date, time, and type of incident (e.g., spill, fire, etc.);
- quantity and type of hazardous material involved in the incident;
- extent of injuries, if any; and
- estimated quantity and disposition/makeup of recovered materials, if any.

If a facility is a **large quantity generator**, it is required to provide its employees with more extensive training than that discussed above. In addition, it will need to have written documentation concerning the training and the employees being trained. Information concerning the training requirements that large quantity generators must comply with can be found on IDEM's Web site at **http://www.IN.gov/idem/land/hazwaste/guidance/hwpersonneltraining.pdf**. This information can also be obtained via the Document Order Form contained in Tab 10. Request the document entitled, "Hazardous Waste Personnel Training."

B. Other Training

Regardless of the amount of hazardous waste that is generated, a facility's employees must be trained by an EPA-certified program if they are working on MVAC systems. A list of EPA-certified training programs is available on EPA's Web site at **http://www.epa.gov/ozone/title6/609** or can be obtained by calling EPA's Stratospheric Ozone Hotline at (800) 296-1996.

RECORDKEEPING/REPORTING

A. Hazardous Waste

If a facility is a small quantity generator **or** a large quantity generator it must:

- determine the hazardous waste generator classification for the facility and document the classification. In order to do this, the facility must maintain records of the amount of hazardous waste:
  - generated, accumulated and stored on-site; and
  - recycled on-site or manifested off-site. A signed copy of the manifest returned from the TSD must be kept at the facility that generated the waste for a minimum of three years.
- complete EPA Form 8700-22 (Uniform Hazardous Waste Manifest Form) each time a facility ships hazardous waste to an off-site facility that is located within the state of Indiana. A facility may obtain this form from the hauler, or it may be ordered from IDEM by calling 317/232-7959 or by using the order form on IDEM's Web site. (Information on the hazardous waste manifest system can be found on IDEM's Web site at **http://www.in.gov/idem/land/hazwaste/manifest/index.html**)
  - the person who signs the manifest must have received proper training on the manifest form and procedures;
  - each party that takes possession of the waste must sign the original manifest and keep one copy. The remaining portion of the manifest continues on with the hazardous waste shipment until it reaches its final destination;
  - the Treatment, Storage or Disposal (TSD) facility must send a signed copy of the manifest back to the facility to verify that the shipment actually arrived;
  - if the copy of the manifest is not sent to the facility within 35 days of the date the waste was accepted by the hauler, the facility must contact its hauler and/or the designated facility to determine the status of the hazardous waste (required for LQG);
  - if the copy of the manifest is not sent to the facility within 45 days of the date the waste was accepted by its hauler, the facility must complete an exception report (required for LQG) that;
    - is accompanied by a legible copy of the manifest for which a facility does not have confirmation of delivery;
    - is accompanied by a letter that a facility representative has signed. The letter must

explain the efforts the facility has taken to locate the hazardous waste and the results of those efforts; and
- if the copy of the manifest is not sent to the facility within 60 days of the date the waste was accepted by the hauler, the facility must submit a legible copy of the manifest, along with a note or letter indicating that the facility has not received confirmation of delivery (required for SQG). Send this letter to IDEM's Office of Land Quality.
- Keep copies of all hazardous waste manifests for 3 years.

B. Air

- if a facility performs work on motor vehicle air conditioning (MVAC) systems, it must submit a one-time equipment owner certification form to EPA and it must maintain the following records and certifications on-site:
  - EPA equipment owner certification form for recovery or recovery/recycling machines (only one form must be submitted, even if a facility has more than one machine);
  - certification forms for each trained technician and facility operator;
  - invoices and records documenting recovered refrigerant that was sent off-site for reclation; and
  - documentation of refrigerant purchases.

C. Storm Water

- Quarterly progress reports must be submitted to IDEM during the time a facility is developing its Rule 6 Storm Water Pollution Prevention Plan (SWPPP). In addition, one initial sampling event must be performed before implementation of the SWPPP. A template for reporting these results, as well as for other sampling events required by Rule 6, can be found on IDEM's Web site at http://www.IN.gov/idem/water/compbr/wetwthr/storm/smplresult.pdf. A copy of this template can also be obtained via the Document Order Form contained in Tab 10. Ask for the document entitled, "Storm Water Sampling Results".
- When a facility has completed development of the SWPPP, it must submit a Storm Water Pollution Prevention Plan Certification to IDEM. A copy of this Certification can be found on IDEM's Web site at http://www.IN.gov/idem/water/compbr/wetwthr/storm/swpprecert.pdf or via the Document Order Form contained in Tab 10. Ask for the document entitled, "Storm Water Pollution Prevention Plan Certification".
- A facility must conduct and document visual inspections of each facility outfall for two storm events each year. A template which can be used to document these inspections to IDEM ca be found on IDEM's Web site at http://www.IN.gov/idem/water/compbr/wetwthr/storm/visualinsp.pdf or via use of the Document Order Form contained in Tab 10. Request the document entitled, "Visual Inspection Checklist".

D. For the local POTW

- contact the local publicly owned treatment works (wastewater treatment plant) to ensure that the facility is meeting the treatment plant's limits if it is discharging hazardous waste to the sanitary sewer;
- submit a one-time notification form to the POTW (and to IDEM's Office of Land Quality) if the facility is discharging hazardous waste to the sanitary sewer; and
- report spills.

E. For the local fire department

- report spills.

Notifications and Permitting

AIR REGULATIONS

A. Open Burning

Businesses are generally not allowed to conduct open burning of any kind. There are, however, a few exceptions with appropriate permission. These are as follows:

1. Live fire training exercise

On occasion, fire departments have requested and received variances from IDEM in order to burn cars as part of a live fire training exercise. These exercises normally take place at a particular auto salvage facility, where the facility is responsible for properly disposing of the vehicle at the conclusion of the exercise. Variances of this type are requested by and issued to the fire department conducting the training activity.

2. Fire extinguisher training

Businesses are permitted to perform fire extinguisher training using clean petroleum products. A facility may need to obtain a variance from IDEM in order to conduct this activity depending upon the amount of fuel used for the training. Open burning associated with fire extinguisher training using no more than 14 gallons of fuel per day is exempt, that is, does not require a variance. Using more than 14 gallons of fuel per day, or using a fuel other than a clean petroleum product, does require a variance. All fire extinguisher training, exempt or by variance, has to be conducted in compliance with a list of burn conditions which are detailed in Indiana's Open burning rule (See 326 IAC 4-1-3(b)(c)(8)(A-E).

3. Prescribed vegetation burns

In certain instances, facilities are allowed to conduct prescribed vegetation burns on-site to improve the appearance of the site with wildflower or prairie grass plantings. A facility will need to obtain a variance from IDEM for this activity.

4. Property maintenance

A variance from IDEM is required for open burning of tree waste derived from property maintenance activities or expansion in an area involving the clearing of woody vegetation or trees if the amount of tree waste measures 1,000 cubic feet or less and contains no tree stumps. If the tree waste derived from property maintenance or clearing exceeds 1,000 cubic feet or contains any tree stumps, a facility will need to use an air curtain destructor. A facility must obtain an approval letter from IDEM when using an air curtain destructor.

5. Emergency burns

Emergency burning with prior oral approval of the Commissioner of IDEM or the Commissioner's designated agent may be authorized for the following:

- Spilled or escaping liquid or gaseous petroleum products when all possible efforts to recover the spilled material have been made and failure to burn would result in an imminent fire or health hazard or air or water pollution problem; or
- Clean wood waste, vegetation or deceased animals resulting from a natural disaster where failure to burn would result in an imminent health or safety hazard.

The Commissioner of IDEM or the Commissioner's designated agent will issue a written approval within 7 days of the oral approval. The written approval will contain any conditions on emergency burning that the Commissioner established in the oral approval.

Keep in mind that waste that is regularly generated as a result of a routine business operation can

not be open burned. For questions concerning open burning and variances, contact IDEM's Office of Air Quality at (317) 233-0178 (toll free at 800/451-6027, press 0 and ask for extension 3-0178).

B. Sweat Furnaces

If a facility plans to utilize a sweat furnace (or if there is already one on-site), the facility may be required to obtain a permit for it prior to putting it into operation. For information concerning the requirements for sweat furnaces, contact IDEM's Air Permit Reviewer of the Day at (317) 233-0178 (toll free at (800) 451-6027, press 0 and ask for extension 3-0178) or via e-mail at OAMPROD@dem.in.gov.

WASTE REGULATIONS

A. Hazardous Waste

There are potentially a number of regulations that a facility must comply with if the facility generates and/or stores hazardous waste. These are discussed in detail in the section entitled, "Complying with the Hazardous Waste Regulations" (Tab 3). If a facility generates hazardous waste, it may need to submit a Notification to IDEM concerning this activity. In addition, if a facility treats, stores or disposes of hazardous waste it must first obtain a permit from IDEM before beginning any of these activities. Refer to the section, "Complying with the Hazardous Waste Rules" (Tab 3) for more in-depth information. Information concerning the Notification and Permit requirements can be obtained by visiting EPA's Web site at http://www.epa.gov/epaoswer/hazwaste/data/form8700 forms.html or by contacting IDEM at 317-232-7956 (toll-free at 800-451-6027, press 0 and ask for extension 2-7956).

B. Solid Waste

As discussed in the section entitled, "Environmental Regulations That May Apply To Your Facility" (Tab 2), solid waste generated by activities at a facility must be properly disposed of. Please refer to this section for additional information concerning solid waste generation and proper disposal.

No notifications are required by IDEM for disposal of general lunchroom and non-hazardous solid waste. A facility needs to ensure, however, that it makes a hazardous waste determination for all industrial waste streams generated. The waste determination a facility makes will determine the type of landfill (e.g., solid waste or hazardous waste) waste should be sent to. Refer to the section entitled, "Complying with the Hazardous Waste Rules" (Tab 3) for information concerning the process to be used for making a waste determination and disposal of hazardous waste.

If a facility wishes to construct and operate on-site a facility for the handling or disposal of solid waste, it must obtain a permit from IDEM. Construction and operation of these types of facilities can require substantial resources and technical expertise to perform all the site evaluation and permit application preparation necessary to obtain such a permit. In addition, there are costs associated with application fees, annual operating fees, land acquisition, facility construction, operation, groundwater monitoring and the risk of liability. Each permit is valid for 5 years.

If a facility wishes to operate a waste tire storage facility or waste tire processing facility, it must (in most instances) first obtain a certificate of registration from IDEM. To obtain a registration application or to learn more about IDEM's Waste Tire Program, call 317-232-0066 (toll free at 800-451-6027, press 0 and ask for extension 2-0066). For additional information on waste tire management at a facility, see "Waste Tires" in the section entitled, "Potential Wastestreams" (Tab 4).

WATER REGULATIONS

A. Drinking Water

As discussed in the drinking water section of "Environmental Regulations That May Apply To Your Facility" (Tab 2), if a facility provides drinking water to its customers or the public, it may be considered a public drinking water supply. Anyone qualifying as a Public Water Supply (PWS) must obtain a Drinking Water Construction Permit prior to constructing, installing, or modifying any facility, equipment, or devices to provide drinking water including, but not limited to; wells, water mains of any length, chemical additions, booster stations (pumps), storage tanks, or drinking water treatment plants. There is a fee associated with the permit; the amount is dependent on the particular type of construction involved.

A PWS must not only comply with all the requirements of the IDEM Drinking Water Construction Permit Program, but after construction, the PWS must continuously comply with all the health based requirements established in the Federal Safe Drinking Water Act. Included in these requirements are rules that establish operational standards, outline analytical methodologies for sampling, testing, monitoring and reporting on a wide range of possible contaminants, and establish maximum contaminant levels (MCLs) intended to protect human health. The content of these rules varies, depending upon the type of public water supply system involved. These rules also set out the various public notice requirements to be met by owners or operators of public water systems that fail to comply with the MCLs.

Some public water supply systems are required to be operated by an IDEM-certified operator. Although only one person must be designated as the certified operator with complete responsibility for the proper operation of a facility, all persons involved in the operation of a facility are encouraged to become certified. Certifications are permanent in nature but are effective only when validated by a current certification card. All Operator Certification Cards are valid for 3 years and must be renewed for the operator to remain certified.

B. Motor vehicle waste disposal wells

A motor vehicle waste disposal well (MVWD well) is a type of Class V injection well. Typically, they are shallow disposal systems that receive or have received fluids from vehicle repair or maintenance activities or an area where work on vehicles is performed. In general, these wells are areas that are tied into a shallow disposal system. Most often, these disposal systems are septic systems or dry wells, but any underground system that receives motor vehicle waste would be considered a MVWD well. Some examples include: cesspools, catchbasins, sinkholes, underground vaults, or drain tanks.

There are two key dates that apply to MVWD wells located in Indiana. They are as follows:

- new MVWD wells were prohibited from being constructed as of April 5, 2000.
- existing MVWD wells must be closed or permitted by January 1, 2007.

If a facility has a MVWD well and wishes to close it, it will need to contact the United States Environmental Protection Agency (EPA) in writing 30 days prior to closing the well. A facility may need to complete a pre-closure notification form or write a letter prior to closing the well. If so, this will also need to be submitted at least 30 days before closing the well. In addition, a facility will need to permanently plug or otherwise close the well in a way that protects underground sources of drinking water and is approved by EPA. Lastly, a facility will need to dispose of (or otherwise manage) any soil, gravel, sludge, liquids or other materials removed from or adjacent to the well in a manner that complies with state environmental requirements.

If a facility has a MVWD well and wishes to continue to use it, the facility must apply to EPA for a waiver in order to continue to utilize the well. This requires that a facility submit a permit application to EPA. If a waiver is granted, there are certain requirements a facility must meet in order to continue use of its well. These include:

- Ensuring that the waste fluids meet National Primary Drinking Water Standards (Maximum Contaminant Levels, also referred to as "MCLs") and other health-based standards at the point at which the waste enters the well.
- Implementing best management practices (as contained in the facility's permit) to lessen the chances that contaminants will enter the discharge.
- Conducting monitoring of the waste and/or sludge being injected to ensure that it is in compliance with the MCLs. This monitoring will need to be conducted both initially and on an on-going basis.

Note that, if a waiver is not granted, a facility will need to close the well.

For information concerning the proper procedures for closing or obtaining a permit for a motor vehicle waste disposal well, contact EPA at the following address:

- U.S. Environmental Protection Agency
  UIC Branch (WU-16J)
  77 West Jackson Boulevard
  Chicago IL 60604-3590.
  Phone (for UIC Branch): 312-886-1492.

C. Storm water

The storm water generated from a facility may be regulated by IDEM's Rule 6 storm water regulations if it has a new or existing discharge comprised entirely of storm water exposed to industrial activity. Two types of permits are available: general and individual. General permits are most often obtained by auto salvage facilities. However, in some cases, an individual permit may be required. To obtain a general permit, a facility will need to submit a Notice of Intent (NOI) to IDEM's Office of Water Quality.

Within 365 days of submitting the NOI, a facility must prepare and implement a Storm Water Pollution Prevention Plan (SWP3). The SWP3 requires a facility to identify activities and industrial areas that contribute to or have the potential to contribute to storm water contamination, identity where best management practices need to be established, and conduct sampling.

Additional information about the NOI and SWP3 can be obtained from IDEM's Web site at http://www.IN.gov/idem/water/compbr/wetwthr/storm/howtocom. html and http://www.IN.gov/idem/water/compbr/wetwthr/storm/industrule6.pdf. Copies of these documents can also be obtained by using the Document Order Form contained in Tab 10. When requesting these documents, ask for "How to Comply with the General Permit Rule for Storm Water discharge Associated with Industrial Activity (Rule 6)" and "Storm Water Discharge Associated with Industrial Activity regulations/Permit Requirements." A copy of the NOI Application for Permit can be obtained by visiting EPA's Web site at http://www.epa.gov/npdes/pubs/3510-2F.pdf or by using the Document Order Form contained in Tab 10. Request the document entitled, "Application for Permit to Discharge Storm Water Discharges Associated with Industrial Activity." Questions concerning the Rule 6 Storm Water rules should be directed to the Rule 6 Coordinator at (317) 233-0202 (toll-free at (800) 451-6027, press 0 and ask for extension 3-0202).

D. Wastewater

If a facility generates industrial wastewater, there may be requirements it must meet in order to ensure that the wastewater is properly managed. There are two situations in which a facility might be required to obtain a permit for wastewater generated by the facility, depending upon how the wastewater is ultimately disposed. These two situations are discharges to waters of Indiana and discharges to a publicly owned treatment works (POTW).

1. Discharges to waters of Indiana

If a facility discharges industrial wastewater via a "point source" (such as a pipe, etc.) directly to waters of Indiana, it will be required to obtain a National Pollutant Discharge Elimination System (NPDES) permit. Waters of Indiana include (but are not limited to) ground water, storm drains, rivers, streams, lakes and ditches. NPDES permits can be either general or individual permits. A general

permit is a "one size fits all" type of permit and is issued for specific types of discharges such as storm water runoff, non-contact cooling water or stone quarry discharges. An individual permit is site-specific and unique to a facility. Rule 6 storm waters permits, such as those discussed above, are considered NPDES general permits. Permits contain limits on the quantity, discharge rate and concentrations of pollutants in the water that are discharged from a point source into waters of the state. There are permit fees associated with these permits. The amount of the fee is dependent upon the type of permit issued.

2. Discharges to a POTW

If a facility discharges industrial wastewater into a municipal sewer connected to a POTW, it may need to obtain a pretreatment permit. In order to discharge to the POTW, a facility must meet standards set by the receiving POTW. This may require that a facility treat its wastewater prior to discharging it to the sewer. In Indiana, 45 municipalities implement U.S. EPA approved pretreatment permit ordinances. They are:

Anderson	Evansville	Jasper	Michigan City	Seymour
Auburn	Fort Wayne	Jeffersonville	Mishawaka	Shelbyville
Bloomington	Frankfort	Kendalville	Muncie	South Bend
Bremen	Gary	Kokomo	New Albany	Speedway
Columbus	Goshen	Lafayette	New Castle	Terre Haute
Connersville	Greensburg	LaPorte	North Vernon	Valparaiso
Crawfordsville	Hammond	Logansport	Plymouth	Vincennes
East Chicago	Huntington	Madison	Princeton	Wabash
Elkhart	Indianapolis	Marion	Richmond	Warsaw

If a facility is located in one of these municipalities and it wishes to discharge industrial wastewater into the POTW, it will need to contact the local POTW program coordinator to obtain a permit. If a facility wishes to discharge into a municipal sewer in a location other than those listed above, it must first submit an Industrial Wastewater Pretreatment Permit application to IDEM so that it can be determined whether a permit is required.

Depending upon the type and level of contaminants in a facility's wastewater, the wastewater may be considered a hazardous waste. When hazardous waste enters the sanitary sewer, it is no longer regulated by the hazardous waste rules, but is regulated by IDEM and the POTW receiving the wastewater. If this situation applies to a facility, it may need to submit a one-time notification to IDEM's Office of Land Quality/Industrial Waste Branch.

3. Discharges to holding tanks

If a facility discharges wastewater to a holding tank, it may need to obtain a construction permit from IDEM's Office of Water Quality prior to installation of the tank. In addition, different regulations apply to wastewater removed from the tank, depending on the contents of the tank and the method of disposal used.

• Wastewater that meets the local POTW's standards may be hauled directly to the POTW. If a facility's wastewater does not meet the POTW's standards, but does meet the standards of another permitted

POTW, wastewater may be hauled to that POTW.

• If a facility disposes of its wastewater in a manner other than sending it to a POTW, it will need to determine whether it is a hazardous waste. If a facility's wastewater is a hazardous waste, it will need to ensure that the tank storing this wastewater meets the requirements contained in the hazardous waste rules. In addition, the facility must ensure that it properly manages its wastewater upon removing it from the tank. See the section entitled, "Complying With The Hazardous Waste Rules" (Tab 3) for additional information about the hazardous waste rules.

E. Wetlands

Swamps, marshes, bogs, fens, sloughs and bottomlands are examples of areas that may be considered wetlands. In general, wetlands are areas where water covers the soil, or is present either at or near the surface for part or all of the year. Section 401 of the federal Clean Water Act (CWA) requires any applicant for a federal permit to conduct any activity that may result in a discharge of pollutants to water to first obtain a water quality certification (WQC) from the state. This means that if a facility wishes to discharge pollutants to wetlands or other water bodies through activities such as filling, excavating or mechanical clearing, it must first receive authorization from the state. Placement of motor vehicles in wetlands is considered "filling" and would require that a facility obtain a permit. IDEM is responsible for issuing water quality certifications in Indiana. Most of the applications for federal permits that trigger the need for WQC are Department of the Army permit applications. These permits are issued pursuant to section 404 of the CWA by the U.S. Army Corps of Engineers. IDEM works closely with the U.S. Army Corps of Engineers and coordinates the permit application process as much as possible. Therefore, IDEM recommends that any potential applicant first contact the Corps of Engineers to begin the application process and determine whether a federal permit is required. However, because both agencies have somewhat different authority/jurisdiction, both agencies need to be contacted before any discharge to or activity in a wetland or other water body occurs. If the Corps of Engineers determines that a federal permit is needed, a facility must obtain a Section 401 Water Quality Certification from IDEM. IDEM will review the proposed activity to determine if it will comply with Indiana law, including state water quality standards. IDEM will require a facility to avoid impacts if possible, minimize any unavoidable impacts and provide compensatory mitigation for any remaining adverse impacts to wetlands and other waters. IDEM will deny water quality certification if a facility cannot show that its discharges will comply with state law and may cause violations of water quality standards. As an example, IDEM may deny certification if the impact can be avoided or the proposed compensatory mitigation cannot offset adverse impacts to water quality. A facility **may not** proceed with a project until it has received a certification (or other authorization) from IDEM.

If the Corps determines that a federal permit is not needed under section 404 of the CWA, then another form of authorization from IDEM will probably be needed. This is likely to be the case for "isolated wetlands" where the Corps has determined that it has no basis for federal jurisdiction. Again, because the federal government's jurisdiction is different than the state's, IDEM must be contacted to determine what, if any, state authorization is needed before a facility may legally discharge pollutants (including fill material) to a wetland.

UNDERGROUND STORAGE TANK REGULATIONS

If a facility owns or operates an underground storage tank, the tank may be regulated under IDEM's underground storage tank regulations. An underground storage tank (UST) is a tank or combination of tanks that hold regulated substances and have at least ten percent (10%) of their volume underground (including any underground piping connected to the tank.). USTs that contain petroleum or hazardous substances are regulated by IDEM. Tanks that contain heating oil used to heat a facility, tanks located on or above the floor of underground areas (such as basements) and tanks of 110 gallons or smaller are not considered USTs. Septic tanks and systems for collecting storm water and wastewater are also not considered USTs.

If a facility owns or operates a UST, it must complete and submit a Notification for Underground Storage Tanks form, within 30 days of the occurrence of certain situations. These situations include the following: new owner, upgrade, repair, temporary closure, change-in-service or permanent closure. A coy of this notification form can be obtained via IDEM's Web site at http://www.in.gov/idem/land/ust/notification.pdf or by requesting the document entitled, "Notification for Underground Storage Tanks Instructions and Form" available via the Document Order Form contained in Tab 10.

Keep in mind that a facility must ensure that whoever performs or oversees tank system installations, testing, upgrading, closure, removal and change-in-service is certified by Indiana's Office of the State Fire Marshal (OSFM) (see Tab 11 for contact information). The certified person must sign and provide the OSFM certification number on all Notification for Underground Storage Tanks forms when a tank is installed, upgraded, tested or permanently closed. IDEM's UST Branch (as well as the OSFM and local fire department) must be notified by phone at least 14 days before a facility closes a UST. IDEM's UST Branch can be contacted by calling 317-308-3064.

New UST regulations went into effect December 22, 1988. Every UST system in use and every new UST system put in use after December 22, 1998, must be protected from corrosion, have spill and overfill protection and have a leak detection system. All UST systems must be registered with IDEM. Tank fees are $90 per year for each regulated petroleum tank and $245 for each hazardous substance tank.

To obtain additional information about IDEM's UST program, call (317) 308-3039. Information is also available on IDEM's Web site at http://www.IN.gov/idem/land/ust/index.html.

Liability and Enforcement Actions

Choosing an Environmental Service Company

As a waste generator, it is a facility's responsibility to ensure that its wastes are managed, transported and disposed of in an environmentally responsible and legal manner. Even though the facility may have paid a hauler to legally transport its waste, the facility remains responsible for any improper management of that waste on the part of the original hauler or any subsequent hauler (if more than one hauler is involved). In addition, the facility remains liable for any harm done by its waste, even harm that may occur after the waste has reached its final destination. Any releases that occur during vehicle crushing activities conducted at the facility are the facility's responsibility as well, even if it is utilizing the services of a portable crusher.

What Can A Facility Do If It Finds Areas Of Noncompliance?

If a violation occurs at a facility, IDEM has a policy in place which allows for a potential reduction in penalty for violations voluntarily reported to the agency. This policy, called the Self-Disclosure and Environmental Audit Policy, allows for a reduction in, or total elimination of, penalties if certain conditions are met. In addition, reporting and correcting the violation as soon as possible may limit the actual and/or potential harm to human health and the environment and result in reduced clean up costs. A copy of IDEM's Self-Disclosure and Environmental Audit Policy can be obtained by visiting IDEM's Web site at http://www.IN.gov/idem/oe/nrp/self.html or by using the Document Order Form contained in Tab 10. A fact sheet describing the policy is located at http://www.IN.gov/idem/oe/apfsfin1.pdf or by using the Document Order Form contained in Tab 10. When requesting these documents via the Document Order Form, ask for the "IDEM Self-Disclosure and Environmental Audit Policy" and the "Fact Sheet: Self-Disclosure and Environmental Audit Policy."

A facility cannot use the Self-Disclosure and Environmental Audit Policy if IDEM identifies violations during an inspection or record review.

What happens if IDEM Discovers A Violation during an Inspection of a Facility?

If IDEM discovers a violation during an inspection of a facility, both the owner and the manager of a facility can be held responsible. The owner has ultimate responsibility, but the manager is also responsible for the facility that he or she manages. If a facility violates an environmental rule, it may be fined up to $25,000 per day per violation, depending on the nature and severity of the violation. The amount of the fine, called a 'civil penalty', depends on the severity of the violation, the potential and/or actual harm to human health and the environment and the economic benefit gained by not complying with environmental regulations. A facility's efforts to achieve compliance after an inspection may be considered by IDEM when determining the amount of penalty assessed. If an environmental rule is intentionally violated, or if the owner or manager conceals a violation, both may be held criminally liable.

The enforcement actions taken by IDEM are part of the administrative enforcement process. There are two types of enforcement actions that may be issued by IDEM's Office of Enforcement: informal and formal actions. Informal actions, which can include actions such as warning letters, warnings of noncompliance and violation letters, are those which notify the inspected facility of minor violations found

by IDEM during a record review or facility inspection. The informal action will list the violations discovered. Some informal actions will specify the type of action that must be taken to return to compliance. A date by which a facility must return to compliance may be included in the action, as well as the name and telephone number of the inspector conducting the inspection or the Office of Enforcement case manager assigned to the case.

A formal action, called a Notice of Violation (NOV), is issued to a facility or a person (referred to as the "Respondent") when a record review or inspection finds significant or serious violations of environmental laws. The NOV informs the Respondent of violations that IDEM believes were present at the time of the record review or inspection. In order to resolve the NOV, the Respondent must negotiate an Agreed Order with IDEM and comply with the terms of that order. Generally, an Agreed Order will also include a civil penalty. Upon the Respondent's compliance with all terms of the Agreed Order, the Office of Enforcement may issue the facility a letter stating that the facility has been returned to compliance for purposes of that particular enforcement action. Should an Agreed Order not be negotiated within 60 days of issuance of the NOV, the Office of Enforcement may issue a Commissioner's Order. This unilateral order specifies the actions to be taken by the Respondent in order to return to compliance. The Respondent may request judicial review of a Commissioner's Order.

Auto Salvage Compliance Screening Checklist

The Compliance Manual for Indiana's Auto Salvage Facilities and this checklist highlight the major IDEM requirements that might apply to your auto salvage facility. They do not, however, cover every requirement, and should not be used as the only source of information on environmental regulations. The manual and checklist are good starting points to identify environmental regulations that may apply to your facility and areas where a facility can improve its compliance status. This checklist is intended for facility use only and does not need to be submitted to IDEM.

Checklist users will note that there are both circles and squares in the YES/NO/NA column. Marking a circle in any of the categories indicates the facility may have an environmental compliance problem, and corrective measures may need to be taken. For assistance with the regulations or for assistance with questions concerning this checklist, contact IDEM's Auto Salvage Facility Sector Project Coordinators at (317) 232-4464, (317) 233-2370 or dial (800) 451-6027.

	YES	NO	N/A
Absorbent Materials (oil absorb), foam pads & oil booms			
• Are there used materials piled on your property?	○	□	□
• Do you place these items in the trash?	○	□	□
Open Burning			
• Do you burn any waste from your business outside (e.g., trash, tires, pallets, rags)?	○	□	□
Refrigerant (Freon) Recovery			
• Do you remove the refrigerants before the vehicle is moved or crushed?	□	○	□
• Are your freon recovery technicians certified by U.S. EPA?	□	○	□
• Do your technicians use U.S. EPA-approved refrigerant recovery equipment?	□	○	□
• Do you recycle refrigerant on-site or send it to an approved reclamation facility?	□	○	□
• If so, do you have records of amounts and destination?	□	○	□
• Do you make sure that refrigerants are not vented into the air?	□	○	□
• Do you replace refrigerants of the correct type and formula?	□	○	□
Scrap Tires			
If you remove tires from salvage vehicles:			
• Do you store scrap tires outside?	○	□	□
• Is your outdoor storage area for scrap tires 2,500 square feet or less (50' x 50')?	□	○	□
• Do you cover outdoor piles or provide other mosquito control?	□	○	□
• Do you protect tires from sources of ignition?	□	○	□
• Do you transport scrap tires?	○	□	□
Spill Prevention			
• Do you use drip pans around your fluid recovery and storage areas to help collect spills or incidental fluid release?	□	○	□
• Do you drain and collect automotive fluids before vehicles are salvaged, stored, or crushed?	□	○	□
• Do you have a spill kit for hazardous waste and other liquids?	□	○	□
• Do you remove mercury switches from the vehicles before crushing?	□	○	□

	YES	NO	N/A
• Do any outside parties (such as contractors or customers) crush vehicles or remove parts on site?	⬭	▭	▭
• If so, are provisions made to capture and contain all automotive fluids that may be released?	▭	⬭	▭
Used Oil			
If you remove used oil from salvage vehicles:			
• Are used oil storage containers or tanks free of leaks and in good condition?	▭	⬭	▭
• Are storage containers or tanks labeled "used oil?"	▭	⬭	▭
• Are you storing used oil in an underground tank?	⬭	▭	▭
• Do you have used oil shipped off-site for recycling or disposal?	▭	⬭	▭
• Does your used oil transporter have an EPA identification number?	▭	⬭	▭
• Is used oil put on the ground to control dust on your property?	⬭	▭	▭
• Do you mix used oil with solvents, brake cleaners or other wastes?	⬭	▭	▭
• Is used oil spilled, drained or otherwise deposited on the ground or thrown away in your trash?	⬭	▭	▭
• If you've had any spills of used oil, have these been promptly cleaned up?	▭	⬭	▭
Oil Filters			
If you remove used oil filters from salvage vehicles:			
• Is used oil removed from filters before they are recycled or disposed of?	▭	⬭	▭
• If so, are the used oil filters adequately hot drained?	▭	⬭	▭
• Do you throw undrained used oil filters in the trash?	⬭	▭	▭
Burning Used Oil in Space Heaters			
If you burn your used oil in a space heater:			
• Do you accept used oil from other businesses and burn it in your space heater?	⬭	▭	▭
• Do you offer your used oil for other parties to burn?	⬭	▭	▭
Antifreeze			
If you remove antifreeze from salvage vehicles:			
• Do you send antifreeze off-site to a disposal or recycling company?	▭	⬭	▭
• Are containers of collected antifreeze in good condition and managed to prevent leaks or spills?	▭	⬭	▭
• Is antifreeze put into the sewer or septic system?	⬭	▭	▭
• Is antifreeze dumped on the ground or put into your trash?	⬭	▭	▭
Hazardous Waste			
• Have you evaluated all of your waste streams to determine whether they meet IDEM's definition of hazardous waste?	▭	⬭	▭
• If so, do you have your waste evaluation information in your files?	▭	⬭	▭
• Have you evaluated your spent solvents to see if they are hazardous?	▭	⬭	▭
• Do you make sure that gasoline is collected in a container and NOT allowed to evaporate from a collection pit?	▭	⬭	▭
• Is gasoline drained directly onto the ground?	⬭	▭	▭
• Are all hazardous wastes sent to an IDEM-permitted disposal company or recycling company?	▭	⬭	▭
• Do you know how much hazardous waste you generate in a month?	▭	⬭	▭
• Do you know if you need a hazardous waste identification number?	▭	⬭	▭
• Do you know if you are complying with all of the IDEM hazardous waste generator requirements?	▭	⬭	▭

YES NO N/A

Solid Waste

- Do you utilize any areas of your facility to store discarded materials such as refuse, construction demolition debris or garbage?
- Are any trash materials buried on your property?

Solvent Contaminated Shop Rags/Wipers

If you generate solvent-contaminated shop rags:

- Have you evaluated shop rags to determine if they are hazardous waste?
- Are used shop rags put in a closed container so solvents don't evaporate off?
- Do you burn any of your shop rags in a burn barrel?
- Do you dispose of your solvent contaminated shop rags in the trash?

Lead Acid Batteries

If you remove lead acid batteries from salvage vehicles:

- Are lead acid batteries stored on-site in a manner to prevent leaks or spills?
- Do you send lead acid batteries off-site to a recycling company?
- Do you reclaim any lead acid battery components yourself?

Wastewater Discharges

If you have floor drains or generate wastewater from your salvage operations (e.g., clean-up, pressure washing, parts washers and oil/water separator):

- Do you know where your wastewater and floor drain discharges go?
- If your wastewater goes to a creek, river or other water of the state, do you have a discharge (NPDES) permit from IDEM?
- If your wastewater goes to a public wastewater treatment plant, do you have permission or a permit for the discharge?
- Does your wastewater go to a dry well, cesspool, septic tank, or leach field?
- Does your wastewater go to a storm drain?
- Does your wastewater go outside onto the ground?
- Do you put other materials like oil, solvent, paints or chemicals into your drains?

Storm Water Permits

- Do you have a storm water permit from IDEM for your salvage yard?
  - If yes: Have you sent IDEM your storm water pollution prevention plan certification?
- Have you sent IDEM your storm water sampling results?

Underground Storage Tanks

If you have underground storage tanks for petroleum or hazardous substances:

- Are your tanks registered with IDEM?
- Do your tanks contain more than 1,000 gallons of product?

Fugitive Dust

- Is dust crossing the property line from the facility?
- Is dust being created by crushing activities or truck traffic?

Radiological Issues

- Do you accept any radioactive equipment, such as X-ray machines?

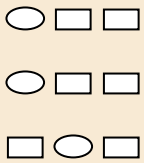
Air Issues

- Do you have an operating sweat furnace on your property?

YES NO N/A

Land Issues

- Have you or do you plan to conduct activities that will result in land disturbance of 5 or more acres?
- Are there eroded areas associated with your operation or are there areas where sediment is leaving your operational boundaries?
- Are you maintaining a stable entrance to your facility that prevents tracking of soil material onto public roads?



Document Order Form

PLEASE MAIL OR FAX TO:
IDEM, attn: OPA
100 North Senate Avenue, P. O. Box 6015
Indianapolis, IN 46206-6015; Fax (317) 233-6647

Name _____

Title _____

Company _____

Address _____

City _____

State _____ Zip Code _____

Phone _____

Fax _____ E-mail _____

Company Type (Please check all that apply):
Shredder ○ Rebuilder ○ Crusher ○ Recycler ○
Hulk Crusher ○ Towing ○ Used Parts Dealer ○

Document Requested (please check all that apply)

Asbestos
- ○ Asbestos Handling & Disposal Requirements
- ○ Disposal of Non-Friable Asbestos Containing Materials

Tires
- ○ Solid Core Tire Waste
- ○ Whole Waste Tire Ban

Used Oil
- ○ Complying with Indiana's Used Oil Rule
- ○ Indiana Used Oil Handling Facilities and Transporters
- ○ Used Oil Filters

Air Issues
- ○ Fugitive Dust Rule
- ○ Refrigerant Recycling Rule
- ○ Dust Suppressants and Suppliers

IDEM Information
- ○ Voluntary Remediation Program
- ○ Compliance and Technical Assistance Program
- ○ IDEM's Self Disclosure and Environmental Audit Policy
- ○ IDEM's Self Disclosure and Environmental Audit Policy Fact Sheet
- ○ Spill Rule

List of Recyclers/Haulers
- ○ Recycling and Disposal Facilities Directory

Storm Water Issues
- ○ How to Comply with the General Permit Rule for Storm Water discharge Associated with Industrial Activity (Rule 6)
- ○ Storm Water Discharge Associated with Industrial Activity regulations/Permit Requirements
- ○ Application for Permit to Discharge Storm Water Discharges Associated with Industrial Activity
- ○ Storm Water Pollution Prevention Plan Certification
- ○ Storm Water Sampling Results
- ○ Visual Inspection Checklist

Hazardous Waste Issues
- ○ How to Identify Waste & Determine if It is Hazardous Waste
- ○ Understanding the Hazardous Waste Determination Process
- ○ Managing Your Hazardous Waste; A Guide for Small Businesses
- ○ Small Quantity Generator (SQG) Handbook
- ○ Hazardous Waste Contingency Plans
- ○ Hazardous Waste Personnel Training
- ○ Tank & Container Definitions Determination Process
- ○ Notification for Underground Storage Tanks Instructions and Form
- ○ Universal Waste Rule
- ○ Classification of Used Antifreeze
- ○ Management of Contaminated Wipes
- ○ How to obtain a RCRA ID number

Recycling and Disposal Facilities Directory

This directory of recycling collectors, brokers and processors was compiled by the Indiana Department of Environmental Management to provide information about potential markets for generated recyclable waste materials based on responses from the companies to a number of questions about their operations. The quality of service provided by each company is not known or implied by this listing. The Indiana Department of Environmental Management does not recommend or endorse the services or products of any particular company listed herein, and does not represent that the companies are, or are not, in compliance with applicable federal and state environmental laws. As a generator of waste, the facility is ultimately responsible for its disposition. Use good judgment when contracting with any entity included in this directory.

ANTIFREEZE RECYCLING EQUIPMENT

Defense Supply Center Richmond
8000 Jefferson Davis Highway
DSN Prefix:695
Richmond, VA 23297-5100
(800) 345-6333
http://www.dscr.dla.mil

Finish Thompson, Inc.
921 Greengarden Rd.
Erie, PA 16501-1591
(814)455-4478

ANTIFREEZE RECYCLING FACILITIES

Antifreeze Recycling Technology
377 N. County Road 400 East
Valparaiso, IN 46383

Consolidated Recycling Company
8 Commerce Dr.
Troy, IN 47588
(812) 547-7951

Evergreen Recycling
12492 E. 65th St.
Indianapolis, IN 46236
(317) 823-7770

Evergreen Recycling
12492 E. 65th St.
Indianapolis, IN 46236
(317) 823-7770

Heritage-Crystal Clean, LLC
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Max - Tech
P. O. Box 345
Toledo, OH 43697
(317) 299-3267

MMorkat Oil, Inc.
3036 South S.R.9
Greenfield, IN 46140
(317) 462-6050

Oil Recycling Company
9101 West S.R.2
LaPorte, IN 46350
(219) 785-2783

Safety-Kleen Corp.
1000 N. Randall Rd.
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

BATTERY VENDORS

Interstate Batteries
12770 Merit Drive, Suite 400
Dallas, TX 75251
(972) 991-1444
Fax: (972) 458-8288

BATTERY RECYCLERS

D.C. Battery Specialists
(305) 758-5041
Fax (305) 758-3469
http://www.dcbattery.com

Deka Battery
1920 N. Kenmore St.
South Bend, IN 46628
(219) 232-3581; (800) 439-6694

The Doe Run Company
Lead Acid
Highway KK
Boss, MO 65440
(573) 626-3476

Exide Corporation
Lead Acid
2601 W. Mt. Pleasant Blvd.
Muncie, IN 47302
(765) 747-9980

Garmater's Auto Salvage, Inc.
Lead Acid
14007 Bull Rapids Rd.
Harlan, IN 46743
(219) 657-5129

GNB, Inc.
Lead Acid
Box 2165 Joy Rd.
Columbus, GA 31902
(404) 689-1701

Gopher Smelting and Refining
Lead Acid
3385 Highway 149
Eagan, MN 55121
(612) 454-3310

Heritage-Crystal Clean, LLC
Ni-Cd, Lead Acid, Ag-Zn, Alkaline
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Immetco
Ni-Cd, Ni-Fe, Nickel-Metal Hudride
245 Portersville Rd.
Ellwood City, PA 16117
(412) 758-2800

Interstate Batteries
12770 Merit Drive, Suite 400
Dallas, TX 75251
(972) 991-1444
Fax: (972) 458-8288

Kinsbursky Brothers Supply, Inc.
Ni-Cd, Lead Acid, Ni-Fe, Ag-Zn, Carbon-Zinc
1314 North Lemon St.
Anaheim, CA 92801
(714) 738-8516

Laidlaw BDT
Lithium, Alkaline, Ni-Cd,Mercury, Lead Acid
4255 Research Parkway
Clarence, NY 14031
(716) 634-6794

Optima Batteries, Inc.
17500 E. 22 nd Avenue
Aurora, CO 80011
(303) 340-7440

Recycling Center, Inc.
Lead Acid
P.O. Box 2038
Richmond, IN 47375
(765) 966-8295

Rensselaer Iron and Metal
Lead Acid
802 N. McKinley
Rensselaer, IN 47978
(219) 866-7431

RSR Corporation
Lead Acid
Quemetco, Inc.
7870 W. Morris
Indianapolis, IN 46231
(800) 527-9452

SAFT America Inc.
Ni-Cd, Ni-Fe, Zinc-Air
711 Industrial Blvd.
Valdosta, GA 31602

South Bend Baling Co.
Lead Acid
1420 S. Walnut
South Bend, IN 46619
(219) 287-3331

SQS, Inc.
Alkaline, Ni-Cd, Magnesium,Mercury, Lithium, Ag, Lead Acid
7522 Baron Dr.
Canton, MI 48187
(313) 459-3800

Universal Metals and Ores
Ni-Cd, Ni-Hydride, Lithium Ion
10 Hartford Ave.
Mt. Vernon, NY 10551
(914) 664-0200

Winski Brothers
Lead Acid
751 W. Washington
Frankfort, IN 46041
(317) 654-5323

BATTERY STORAGE / SPILL TRAYS

Global Recycling Technologies
218 Canton Street
Stoughton, MA 02072
(781) 341-6080; 341-6088

Spill Prevention Containment Co.
9026 Buckthorne Ct.
Indianapolis, IN 46260
(317) 876-0485
jlampert@iquest.net

DUST SUPPRESSANT SUPPLIERS

W. R. Rowe Tank Truck Service
R.R. 1, Box 70
New Harmony, IN 47631
(812) 682-3267

Midwest Industrial Supply, Inc.
P. O. Box 8431
Canton, OH
(330) 456-3121; (800) 321-0699
http://www.midwestund.com

Nalco Chemical Co.
1 Nalco Center
Naperville, IL 60566
(312) 961-9500
Indiana (312) 933-3726

Witco Chemical Co.,
212 N. Chippewa
Chandler, AZ
(602) 963-2267

Actin, Inc.
1102 E. Columbus Drive
East Chicago, IN 46312

Syntech Products, Corp.
520 East Woodruff Avenue
Toledo, OH
(419) 241-1215

Prince Manufacturing Company
P.O. Box 1009
Quincy, IL 62306
(217) 222-8854

Indiana
(812) 473-4298

West Penetone Corporation
712 Lamarite
St. Louis, Mo 63021
(800) 631-1652

74 Hudson Avenue
Tenafly, NJ 07670
(201) 567-3000

Hammond & Associates
P.O. Box 381
Shelbyville, TN
(615) 685-0255

Dustmasters
737 E. Murry
Indianapolis, IN
(317) 748-8899

P.O. Box 493
Valparaiso, IN 46384
(219) 465-1300

Ted Liebtag
5560 Broadway
Indianapolis, IN
(317) 255-7110

Asphalt Material Corp.
5400 W. 86 th
Indianapolis, IN 46268
(317) 872-6010

Calcium Chloride Dow Chemical U.S.A.
P. O. Box 1206
Midland, MI 48674

The Prince Manufacturing Company
One Prince Plaza
Box 1009
Quincy, IL 62306
(217) 222-8854

Adhesive Dustmasters
Resin P. O. Box 493
Valparaiso, IN 46384
(219) 465-1300

Indianapolis
(317) 784-8899

Orbie of Illiana, Inc.
509 Ben Hur Building
Crawfordsville, IN 47933
(317) 362-2550

Elf Asphalt
2720 East Durbin Road
P. O. Box 1295
Warsaw, IN 46580
(219) 267-5076

P. O. Box 1507
Terre Haute, IN 47808
(812) 232-0421

Ashland Petroleum Co.
P. O. Box 391
Ashland, KY 41114
(606) 329-3819

Ashland Petroleum Company
255 North Belmont
Indianapolis, IN 46222
(317) 685-1000

Seneca Petroleum Co., Inc.
1108 E. 8th Street
Michigan City, IN 46360
(219) 872-7050

13301 S. Cicero Ave.
Crestwood, IL 60455
(708) 396-1100

Pennzsuppress-D Advance Municipal Equip., Inc.
1501 Broadway
P. O. Box 3040
East Chicago, IN 46312
(800) 235-9454; (219) 398-7520
Fax (219) 397-0769

Consolidated Recycling Company, Inc.
Eight Commerce Drive
P. O. Box 55
Troy, IN 47588
(812) 547-7951

Entac Northeast, Inc.
1108 E. 8 th Avenue
Michigan City, IN 46360
(207) 635-4511

Dust Supperssor Co.
1806 West Main
Louisville, KY 40203
(502) 589-9495

FLUORESCENT LIGHT RECYCLERS

Advanced Environmental Recycling Corp.
Fluorescent lamps and any other mercury-containing devices
2591 Mitchell Ave.
Allentown, PA 18103
(610) 797-7608

Environmental Recycling
Fluorescent Lamps, Mercury Devices, Computer Equipment, Batteries
527 East Woodland Circle
Bowling Green, OH 43402
(800) 284-9107

Everlights
All mercury-containing items
9901 West Torrence Avenue
Chicago, IL 60617
(815) 469?0631
http://www.everlights.com

Green Lights Recycling
Fluorescent lamps, PCB ballasts, batteries
1701 93rd Lane NE
Blaine, MN 55449
(612) 785-0456; (800) 208-8340

Heritage Environmental Services
All mercury-containing items
7901 W. Morris St.
Indianapolis, IN 46231
(317) 243-0811
http://www.heritage-enviro.com

HTR-Group
Fluorescent lamps
P. O. Box 185
Lake Ozark, MO 65049
(573) 302-7575
Fax: (573) 302-7579
http://www.htr-group.com

Lighting Resources Section, Inc.
All mercury-containing items, ballasts
498 Park 800 Drive
Greenwood, IN 46142
(317) 888-3889
http://www.lightingResources Section.com

Mercury Waste Solutions, Inc.
All mercury-containing items
1304 West Troy Avenue
Indianapolis, IN 46225
(888) 988-4050; (317) 782-3228
Fax: (317) 780-4778
http://www.mwsi.com

Superior Special Services Inc.
All mercury-containing items
4220 Perimeter Drive
Columbus, OH 43228
(614) 276-3000

FUEL FILTER RECYCLING

Heritage-Crystal Clean, LLC
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Recycled Resources Section
138 Production Ln. South
Avon, IN 46168
(317) 272-3892

Safety-Kleen Corp.
1000 N. Randall Rd.
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

MERCURY RECYCLERS

Advanced Environmental Recycling Corp.
Fluorescent lamps and any other mercury-containing devices
2591 Mitchell Ave.
Allentown, PA 18103
(610) 797?7608

Environmental Recycling
Fluorescent Lamps, Mercury Devices, Computer Equipment, Batteries
527 East Woodland Circle
Bowling Green, OH 43402
(800) 284-9107

Everlights
All mercury-containing items
9901 West Torrence Avenue
Chicago, IL 60617
(815) 469-0631
http://www.everlights.com

Green Lights Recycling
Fluorescent lamps, PCB ballasts, batteries
1701 93rd Lane NE
Blaine, MN 55449
(612) 785-0456 or (800) 208-8340

Heritage Environmental Services
7901 W. Morris Street
Indianapolis, IN 46231
(317) 243-0811
http://www.heritage-enviro.com

HTR-Group
Fluorescent lamps
P. O. Box 185
Lake Ozark, MO 65049
(573) 302-7575
Fax: (573) 302-7579
http://www.htr-group.com

Lighting Resources Section, Inc.
498 Park 800 Drive
Greenwood, IN 46142
(317) 888-3889
http://www.lightingResources Section.com

Mercury Waste Solutions, Inc.
All mercury-containing items
1304 West Troy Avenue
Indianapolis, IN 46225
(888) 988-4050; (317) 782-3228
Fax: (317) 780-4778
http://www.mwsi.com

Superior Special Services Inc.
All mercury-containing items
4220 Perimeter Drive
Columbus, OH 43228
(614) 276-3000

Retrofit Recycling, Inc.
All mercury-containing items
50 Frakers Court
Martinsville, IN 46151
(888) 214-1050; (765) 349-4528
http://www.retrofitcompanies.com

OIL FILTER CRUSHING

EnviroCare Kruncher Corp.
685 Rupert St.
Waterloo, Ontario N2V IN7
(800) 598-7915; (519) 725-9285

Heritage-Crystal Clean, LLC
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Oil Filter Company
1410 S.W. Third
Oklahoma City, OK 73108
(405) 232-3411

Safety-Kleen Corp.
1000 N. Randall Rd.
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

OIL DRAINAGE / COLLECTION PRODUCTS

GEO Plastics
P.O. Box 5661
Redwood City, CA 94063
(800) 344-1378; (415) 369-8790
Fax: (415) 369-2009

Plastic Oil Products
4869 S. Bradley Rd.,
Suite 18B-258
Santa Maria, CA 93455
(805) 937-3050
Fax (805) 937-6819
http://www.bob2000.com

OIL FILTER PROCESSING FACILITIES

Ardee Recycling, Inc.
89 Research Rd.
Toronto, Ontario M4G 2G8
(416) 422-1888
Fax (416) 422-0092

Drug and Laboratory Disposal, Inc.
331 Broad St.
Plainwell, MI 49080
(616) 685-9824

Heritage-Crystal Clean, LLC
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Jensen Environmental Management, Inc.
P.O. Box 591
Hales Corners, WI 53130-0591
(800) 529-5758; (414) 529-5758

Petroleum Management
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 486-2770

Recycled Resources Section
138 Production Ln. South
Avon, IN 46168
(317) 272-3892

Safety-Kleen Corp.
1000 N. Randall Rd.
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

Solvent Systems International, Inc.
51 R Sherwood Terrace
Lake Bluff, IL 60044
(847) 931-0100

United Recyclers Services of Texas, Inc.
1114 W. Oakdale
Grand Prairie, TX 75050
(800) 886-5657; (214) 748-5764

WRR Environmental Services
5200 S.R.93
Eau Claire, WI 54701
(715) 834-9624

OIL FILTER RECYCLING FACILITIES

American Environmental Corp.
8500 Georgetown Rd.
Indianapolis, IN 46268
(317) 871-4090

Heritage-Crystal Clean, LLC
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Liquid Waste Removal, Inc.
600 South Polk St., Suite 100
Greenwood, IN 46143
(317) 881-9754

Nortru, Inc.
515 Lycaste
Detroit, MI 48214
(513) 769-5712

Recycled Resources Section
138 Production Ln. South
Avon, IN 46168
(317) 272-3892

Safety-Kleen Corp.
1000 N. Randall Rd.
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

OIL FILTER TRANSPORT

Advanced Technologies Group, Inc.
(Serving Southern Indiana)
P.O. Box 14122
4001 A S. Brook St.
Louisville, KY 40214-0122
(502) 368-3703

Drug and Laboratory Disposal, Inc.
331 Broad St.
Plainwell, MI 49080
(616) 685-9824

Heritage-Crystal Clean, LLC
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Intersol, Inc.
5625 W. Waters Ave., Suite G
Tampa, FL 33634-1226
(800) 553-1534; (813) 880-9418

Jensen Environmental Mgmt., Inc.
P.O. Box 591
Hales Corners, WI 53130-0591
(800) 529-5758; (414) 529-5758

MCF Environmental Services, Inc.
5351 Snapfinger Woods Dr.
Decatur, GA 30035
(770) 593-9434

Nortru, Inc.
515 Lycaste
Detroit, MI 48214
(513) 769-5712

Petroleum Management
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 486-2770

Recycled Resources Section
138 Production Lane South
Avon, IN 46168
(317) 272-3892

Safety-Kleen Corp.
1000 N. Randall Rd.
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

United Recyclers Services of
Texas, Inc.
1114 W. Oakdale
Grand Prairie, TX 75050
(800) 886-5657; (214) 748-5764

WRR Environmental Services
5200 S.R.93
Eau Claire, WI 54701
(715) 834-9624

USED OIL VENDORS

Petroleum Management
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 486-2770

Safety-Kleen Corp.
1000 N. Randall Rd.
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

SOLVENTS - AQUEOUS PARTS WASHING

Heritage-Crystal Clean, LLC
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Safety-Kleen Corp.
1000 N. Randall Road
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

Spill Prevention Containment Co.
9026 Buckthorne Ct.
Indianapolis, IN 46260
(317) 876-0485
jlampert@iquest.net

SOLVENT SUBSTITUTES MANUFACTURERS / VENDORS

BioChem Systems
3511 N. Ohio
Wichita, KS 67219
(800) 777-7870; (316) 838-4739

Ecolink
1481 Rock Mountain Blvd.
Stone Mountain, GA 30083
(800) 886-8240; (770) 621-8240
http://www.ecolink.com

Inland Technology, Inc.
401 East 27th St.
Tacoma, WA 98421
(800) 552-3100

SOLVENT / PARTS WASHERS EQUIPMENT VENDORS

Better Engineering Mfg., Inc.
8361 Town Center Court
Baltimore, MD 21236-4964
(800) 229-3380; (410) 931-0000
http://www.betterengineering.com

BioChem Systems
3511 N. Ohio
Wichita, KS 67219
(800) 777-7870; (316) 838-4739

Heritage-Crystal Clean, LLC
3970 W. 10 th Street
Indianapolis, IN 46222
(317) 243-0811

Inland Technology, Inc.
401 East 27th St.
Tacoma, WA 98421
(800) 552-3100

Kleer-Flo Company
15151 Technology Dr.
Eden Prairie, MN 55344
(612) 934-2555

Safety-Kleen Corp.
1000 N. Randall Road
Elgin, IL 60123
(800) 669-5740; (847) 468-2165

Spill Prevention Containment Co.
9026 Buckthorne Ct.
Indianapolis, IN 46260
(317) 876-0485
jlampert@iquest.net

SORBENTS & SPILL PREVENTION MATERIALS

Spill Prevention Containment Co.
9026 Buckthorne Ct.
Indianapolis, IN 46260
(317) 876-0485
jlampert@iquest.net

STORAGE TANKS

Safe-T-Tank Corp.
25 Powers Drive
Meriden, CT 06451
(800) 536-8910; (203) 237-6320

TIRES

A complete listing of registered tire transporters may be obtained by visiting IDEM's Web site at:
http://www.in.gov/idem/land/sw/permitting/registeredtireprocessors.pdf
or by contacting IDEM's Auto Salvage Initiative at (317) 233-2370 or toll-free at (800) 451-602, press 0 and ask for extension 3-2370.

A business wishing to be added to this directory should contact the Auto Salvage Facility Sector Project Coordinator at (317) 233-2370, (317) 232-4464 or toll free at 800-451-6027.

Who to call for assistance

If questions, concerns or compliance assistance is needed, please contact the appropriate IDEM office listed below.

- IDEM's Spill 24-Hour Emergency Hotline
  317-233-7745 local and out-of-state
  or toll-free at 888-233-7745 (in-state only)

- IDEM's Office of Air Quality (OAQ)
  317-233-0178 or toll-free at 800-451-6027, press 0 and request ext. 3-0178

- IDEM's Office of Land Quality (OLQ)
  OLQ/Emergency Response 317-308-3017
  or toll-free at 800-451-6027, press 0 and request ext. 308-3017

  OLQ/Technical Compliance Section
  317-308-3040
  or toll-free at 800-451-6027, press 0 and request ext. 308-3040

  OLQ/Industrial Waste Compliance Section
  317-308-3103 or toll-free at 800-451-6027, press 0 and request ext. 308-3103

  OLQ/Solid Waste Compliance Section
  317-308-3045 or toll-free at 800-451-6027, press 0 and request ext. 308-3045

- IDEM's Confidential Assistance:
  IDEM's Compliance & Technical Assistance Program (CTAP), Office of Pollution Prevention and Technical Assistance
  800-988-7901

- IDEM's Northern Regional office (South Bend)
  574-245-4879 or toll-free at 800-753-5519

- IDEM's Northwest Regional Office (Gary)
  219-881-6720 or toll-free at 888-209-8892

- IDEM's Southwest Regional Office (Evansville)
  812-436-2583 or toll-free at 888-672-8323

- IDEM's Office of Water Quality (OWQ)
  General Information
  317-232-8476 or toll-free at 800-451-6027, press 0 and request ext. 2-8476

(continue>)

Information regarding Construction Permitting, Wastewater Treatment & Sanitary Sewers
317-232-8645 or toll-free at 800-451-6027, press 0 and request ext. 2-8645

Information regarding Wellhead Protection
317-308-3308 or toll-free at 800-451-6027, press 0 and request ext. 308-3308 or visit http://www.IN.gov/idem/water/wb/whpp/index.html

Information regarding Storm Water Permitting
317-233-0202 or toll free at 800-451-6027, press 0 and request ext. 3-0202

Information regarding Public Water Supplies (Drinking Water)
317-308-3366 or toll-free at 800-451-6027, press 0 and request ext. 308-3366

IDEM File Room Information

The public is welcome to view IDEM's public files. Office hours are 8:30 am to 4:30 p.m., Monday through Friday, excluding state holidays. IDEM has merged the Office of Air Quality, Office of Land Quality, and Office of Water Quality's file rooms to one location. The following is the address for the file room and the selection of files available:

- IDEM's Centralized File Room, Room 1201
  100 North Senate Avenue, PO Box 6015
  Indianapolis, IN 46206-6015
  800-451-6027 toll-free or direct dial the numbers listed. A map for the Indiana Government Center North Can be found at:
  http://www.IN.gov/idem/about/indymap.pdf

- Air Quality
  317-232-8391
  Permits; Continuous Emission Monitor; Stack Tests

- Land Quality

317-232-3399 or 317-232-4514

Brownfields Program;
Comprehensive Environmental Response, Compensation and Liability Act;
Department of Defense;
Immediate Removal; Leaking Underground Storage Tanks;
Responsible Property Transfer Law;
Environmental Spills;
State Cleanup;
Voluntary RemediationProgram;
Superfund;
Community Right to Know - Superfund Amendments and Reauthorization Act (SARA Title III–Sections 302, 304, 311 and 312);
Solid and Hazardous Waste Facilities;
Hazardous Waste Closures;
Confined Feeding Operations;
Hazardous Waste Corrective Actions;
Septic Haulers.

- Water Quality

317-232-8667
National Pollutant Discharge Elimination System Permits (wastewater discharges);

The following IDEM files can be found at locations other than IDEM's Centralized File Room:

- Air Quality - Monitoring and Quality Assurance

Office of Air Quality, Air Monitoring Branch
Western Select Properties, 2525 North Shadeland Avenue, Second Floor
Indianapolis, IN 46219
317-308-3236 or toll-free at 800-451-6027, press 0 and request ext. 308-3236

- Community Right to Know - Toxic Release Inventory (SARA Title III, Section 313)

Office of Pollution, Prevention and Technical Assistance
Indiana State Teacher's Association Building
150 West Market Street, Suite 703, Indianapolis, IN 46204
317-232-8172 or toll-free at 800-451-6027, press 0 and request ext. 232-8172

- Water Quality - Drinking Water Files

Office of Water Quality, Drinking Water Branch
Western Select Properties, 2525 North Shadeland Avenue, Second Floor
Indianapolis, IN 46219
317-308-3289 or toll-free at 800-451-6027, press 0 and request ext. 308-3289

- Northern Regional Office

220 West Colfax Avenue, Suite 200
South Bend, IN 46601
574-245-4877 or toll-free at 800-753-5519
Air, water and waste records for the following counties: DeKalb, Elkhart, Fulton, Kosckiusko, LaGrange, Marshall, Noble, St. Joseph, Starke and Steuben

- Northwest Regional Office

NBD Bank Building, 504 Broadway, Suite 418
Gary, IN 46402
219-881-6712 or toll-free at 888-209-8892
Air, water and waste records for the following counties: Lake, LaPorte and Porter

- Southwest Regional Office

208 NW 4th Street, Suite 201
Evansville, IN 47708
812-436-2570 or toll-free at 888-672-8323
Air water and waste records for the following counties: Crawford, Daviess, Dubois, Gibson, Knox, Martin, Orange, Perry, Pike, Posey, Spencer, Vanderburgh and Warrick.

Other state agencies that may regulate a facility

- Indiana Department of Fire & Building Services, Plan Review Division

402 W. Washington Street Indianapolis, IN 46204
317-232-1431
Fax: 317-233-4892
Book Store: 317-232-6173

- Department of Fire & Building Services

http://www.IN.gov/sema/osfm.html

- Indiana Department of Labor -
  Bureau of Safety Education and Training (BuSET)
  402 W. Washington St.
  Indianapolis, IN 46204
  317-232-2688
  http://www.IN.gov/labor

  The Indiana Department of Labor is responsible for enforcing Occupational Safety and Health Administration regulations in the state of Indiana. As a division of the Department of Labor, BuSET provides assistance to Indiana's regulated community through presentations, training programs, and site visits.

- Indiana Department of Transportation (INDOT)
  100 N. Senate Avenue
  Room N848
  Indianapolis, IN 46204-2218
  317-232-6787
  http://www.IN.gov/dot

- Indiana Bureau of Motor Vehicles
  Dealer/Special Sales Division
  6400 E. 30th Street
  Indianapolis, IN 46219
  317-591-5301
  Fax: 317-591-5319

Other sources of information

- National Spill Response Center
  800-424-8802

- U. S. EPA Ozone Protection Hotline
  800-296-1996

- U. S. EPA's automotive air conditioning
  http://www.epa.gov/ozone/title6/609

- RCRA Hotline (EPA's Hazardous Waste Information Line)
  800-424-9346

- Local Health Departments
  For a list of local health departments, visit the Indiana State Department of Health at http://www.IN.gov/isdh/links/local_dep/index.htm

- Publicly Owned Treatment Works (POTW)
  (also called "local wastewater treatment plant" or "wastewater treatment plant")
  Refer to IDEM at http://www.IN.gov/idem/water/compbr/oaps/ptcoord.pdf, then click on "Municipalities with Approved POTW Pretreatment programs", for a listing of the 45 POTWs with approved wastewater pretreatment programs.

- Solid Waste Management Districts
  Refer to IDEM at http://www.IN.gov/idem/oppta/recycling/swmd, then click on "List of SWMD," for the Directory of Indiana Solid Waste Management Districts.

Acronyms & Glossary

ACRONYMS

BTU	British Thermal Unit
CESQG	Conditionally Exempt Small Quantity Generator
CFC	Chlorofluorocarbons
CFR	Code of Federal Regulations
CTAP	Compliance and Technical Assistance Program (IDEM)
CWA	Clean Water Act
EID	Energy Isolating Devices
EPA	Environmental Protection Agency
EPCRA	Emergency Planning & Community Right to Know Act
FP	Flash Point
HAP	Hazardous Air Pollutant
HFC	Hydrofluorocarbon
IAC	Indiana Administrative Code
IC	Indiana Code
IDEM	Indiana Department of Environmental Management
LDR	Land Disposal Restrictions
LEPC	Local Emergency Planning Committee
LQG	Large Quantity Generator
MSDS	Material Safety Data Sheet
MVAC	Motor Vehicle Air Conditioning
NESHAP	National Emissions Standards for Hazardous Air Pollutants
NPDES	National Pollutant Discharge Elimination System
NRC	National Response Center
OAQ	Office of Air Quality (IDEM)
O&M	Operations and Maintenance
OLQ	Office of Land Quality (IDEM)
OPPTA	Office of Pollution Prevention and Technical Assistance (IDEM)
OWQ	Office of Water Quallity (IDEM)
P2	Pollution Prevention
PPE	Personal Protective Equipment
POTW	Publicly Owned Treatment Works

ACRONYMS (cont.)

PVC	Polyvinyl Chloride
PWSS	Public Water Supply System
RCRA	Resource Conservation and Recovery Act
RQ	Reportable Quantity
SEMA	State Emergency Management Agency
SQG	Small Quantity Generator
TCLP	Toxicity Characteristic Leaching Procedure
TSD	Treatment, Storage, Disposal (facility)
UST	Underground Storage Tank
VOC	Volatile Organic Compounds
WHPA	Wellhead Protection Area
WHPP	Wellhead Protection Program
WWTP	Wastewater Treatment Plant

GLOSSARY

Aerosol
A suspension of liquid or solid particles in a gas.

Asbestos
A naturally occurring mineral that when mined and processed, takes the form of small fibers which are usually invisible to the naked eye. The fibers are heat resistant and extremely durable.

Catalytic Converter
An air pollution abatement device that removes pollutants from motor vehicle exhaust, either by oxidizing them into carbon dioxide and water or reducing them to nitrogen and oxygen.

Characteristic
Any one of the four categories used in defining hazardous waste: ignitability, corrosivity, reactivity, and toxicity.

Chlorinated Solvent
An organic solvent containing chlorine atoms, e.g., methylene chloride and 1,1,1 trichloromethane, used in aerosol spray containers and in highway paint.

Chlorofluorocarbons (CFCs)
A family of inert, nontoxic, and easily liquified chemicals used in refrigeration, air conditioning, packaging, insulation, or as solvents and aerosol propellants. Because CFCs are not destroyed in the lower atmosphere they drift into the upper atmosphere where their chlorine components destroy ozone.

Conditionally Exempt Small Quantity Generator (CESQG)
Persons or enterprises that produce less than 220 pounds of hazardous waste per month and that meet the CESQG storage and disposal limitations. CESQGs are exempt from most hazardous waste regulations, but are required to determine whether their waste is hazardous, and must know the quantity generated and stored on site.

Flash Point
The minimun temperature at which a liquid gives off a vapor in sufficient concentration to ignite when tested using specified methods. Flash Point also means the minimum temperature at which a liquid or solid gives off sufficient vapor to form an ignitable vapor-air mixture near the surface of the liquid or solid.

Friable Asbestos
Any material containing more than one-percent asbestos and that can be crumbled or reduced to powder by hand pressure. (May include previously non-friable material which becomes broken or damaged by mechanical force.)

Gasoline Volatility
The property of gasoline whereby it evaporates into a vapor. Gasoline vapor is a volatile organic compound.

Hazardous Air Pollutants
Air pollutants, which are not covered by ambient air quality standards but which, as defined in the Clean Air Act, may reasonably be expected to cause or contribute to irreversible illness or death. Such pollutants include asbestos, beryllium, mercury, benzene, coke oven emissions, radionuclides, and vinyl chloride.

Hazardous Chemical
An EPA designation for any hazardous material requiring an MSDS under the Occupational Safety and Health Administration (OSHA) Hazard Communication Standard. Such substances are capable of producing fires and explosions or adverse health effects like cancer and dermatitis. Hazardous chemicals are distinct from hazardous waste. (See: Hazardous Waste.)

Hazardous Material
A substance or material capable of posing an unreasonable risk to health, safety or property when transported in commerce.

GLOSSARY (cont.)

Hazardous Substance

1) Any material that poses a threat to human health and/or the environment.
2) Any substance designated by EPA to be reported if a designated quantity of the substance is spilled in the waters of the United States or is otherwise released into the environment.

Hazardous Waste

By-products of society that can pose a substantial or potential hazard to human health or the environment when improperly managed. Possesses at least one of four characteristics (ignitability, corrosivity, reactivity, or toxicity), or appears on special EPA lists.

Incompatible Waste

A waste unsuitable for mixing with another waste or material because it may react to form a hazard.

Manifest (Uniform Hazardous Waste Manifest Form 8700-22)

This manifest is used to identify the quantity, composition, origin, routing and destination of a hazardous waste.

Manifest System

Tracking of hazardous waste from "cradle to grave" (generation through disposal) with accompanying documents known as manifests.

Material Safety Data Sheet (MSDS)

A compilation of information required under the OSHA Hazard Communication Standard on the identity of hazardous chemicals, health and physical hazards, exposure limits, and precautions. Section 311 of the Superfund Admendments and Reauthorization Act (SARA) requires facilities to submit MSDSs under certain circumstances.

National Pollutant Discharge Elimination System (NPDES)

A provision of the Clean Water Act which prohibits discharge of pollutants into waters of the United States unless a special permit is issued by EPA, a state, or, where delegated, a tribal government on an Indian reservation.

Navigable Waters

The waters of the United States. This includes, but is not limited to: wetlands, lakes, rivers and streams.

Ozone Depletion

Destruction of the stratospheric ozone layer which shields the earth from ultraviolet radiation harmful to life. This destruction of ozone is caused by the breakdown of certain chlorine and/or bromine containing compounds (chlorofluorocarbons or halons) which break down when they reach the stratosphere and then catalytically destroy ozone molecules.

Permit

An authorization, license, or equivalent control document issued by EPA or an approved state agency to implement the requirements of an environmental regulation; e.g., a permit to operate a wastewater treatment plant or to operate a facility that may generate harmful emissions.

Petroleum Contaminated Materials

Materials contaminated with petroleum-based substances. These substances include, but are not limited to: motor fuel, jet oil, lubricants, petroleum solvents and used oil.

Propellant

Liquid in a self pressurized pesticide product that expels the active ingredient from its container.

Publicly Owned Treatment Works

A waste treatment works owned by a state or unit of local government usually designed to treat domestic wastewater.

Release

Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment of a hazardous or toxic chemical or extremely hazardous substance.

Retailers

A person engaged in the business of selling new tires at retail in Indiana.

Sanitary Sewers

Underground pipes that carry off only domestic or industrial waste.

Septic System

An onsite system designed to treat and dispose of domestic sewage. A typical septic system consists of a tank that receives waste from a residence or business and a system of tile lines or a pit for disposal of the liquid effluent (sludge) that remains after decomposition of the solids by bacteria in the tank and must be pumped out periodically.

Small Quantity Generator (SQG)

Persons or enterprises that produce between 220 and 2,200 pounds per month of hazardous waste and that meet the SQG storage and disposal limitations.

Sump

A pit or tank that catches liquid runoff for drainage or disposal.

Suspect Material

Building material suspected of containing asbestos, e.g., surfacing material, floor tile, ceiling tile, thermal system insulation, and miscellaneous other materials.

Sweat Furnace

A unit designed and used exclusively to reclaim aluminum from scrap that contains substantial quantities of iron by using heat to separate the low melting point aluminum from the scrap while the higher melting point iron remains in solid form. These units are also known as dry hearth furnaces.

Tampering

Adjusting, negating, or removing pollution control equipment on a motor vehicle.

Treatment, Storage, Disposal (TSD) Facility

A facility that treats, stores or disposes of hazardous wastes.

U. S. EPA

United States Environmental Protection Agency

U. S. EPA Identification Number

The unique code assigned to each generator, transporter, and treatment, storage or disposal facility by regulating agencies to facilitate identification and tracking of chemicals or hazardous waste.

Used Oil

Oil that has been refined from crude oil, or any synthetic oil, that has been used and as a result of such use is contaminated by physical or chemical impurities. Examples include engine oil, sludge from used oil tanks, transmission fluid, refrigeration oil, compressor oil, hydraulic fluid, etc.

Used Tire

A tire that is suitable for use on a motor vehicle with at least two thirty-seconds (2/32) inch of remaining tread, or the tire wear bars are not exposed, free of damage or exposed cords. Used tires must be stored in a rack, stack or row, out of the weather to prevent accumulation of water or precipitation in the tires. Tires removed from vehicles and piled up can be regulated as “waste tires”.

Wastewater

The spent or used water from a home, community, farm, or industry that contains dissolved or suspended matter.

Wellhead Protection Area

A protected surface and subsurface zone surrounding a well or wellfield supplying a public water system to keep contaminants from reaching the well water.

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